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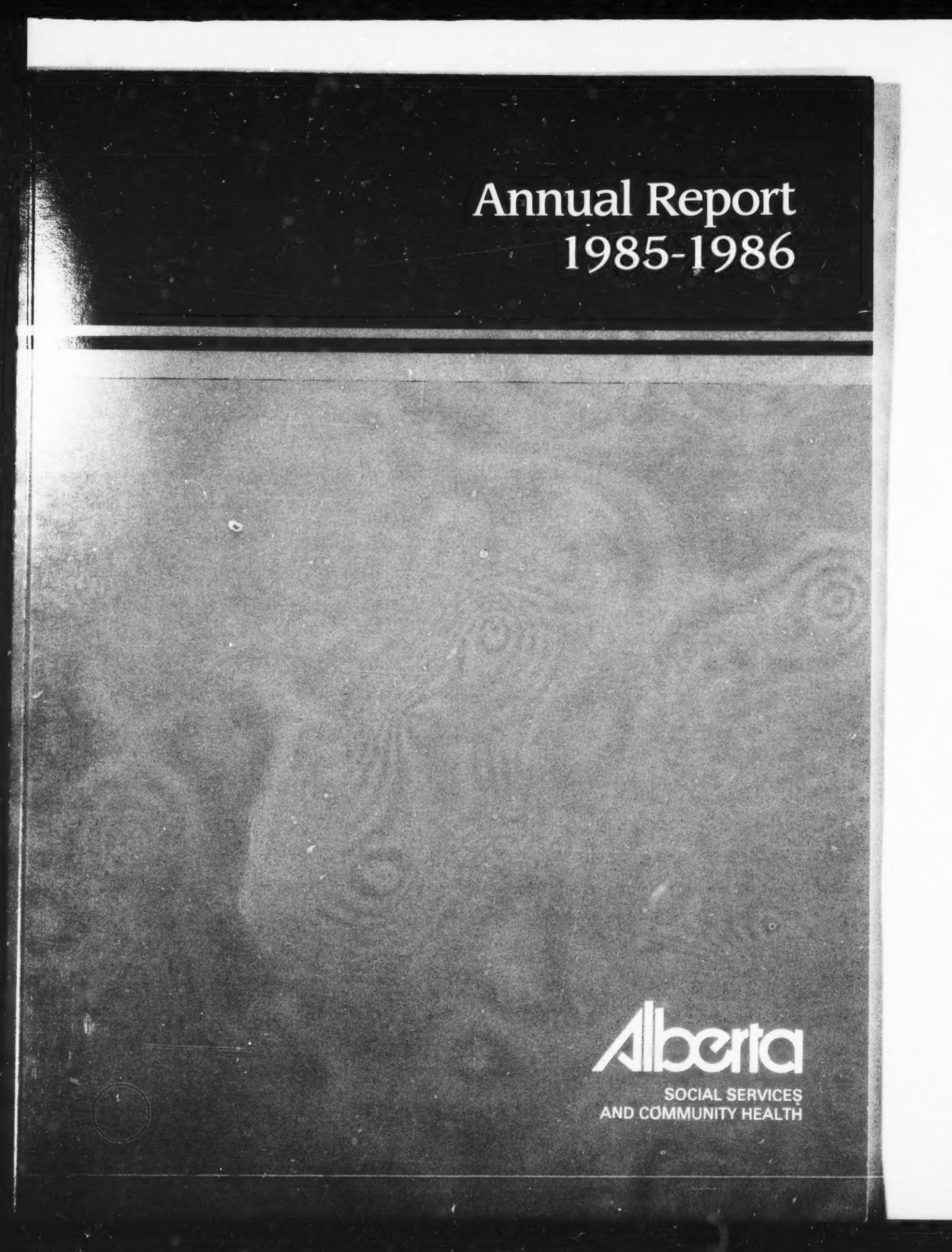

Alberta

SOCIAL SERVICES
AND COMMUNITY HEALTH

SOCIAL SERVICES AND
COMMUNITY HEALTH

Office of the Minister

424 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 403/427-2606

EDMONTON, ALBERTA

TO THE HONOURABLE DAVID J. CARTER
Speaker of the Legislative Assembly

Sir:

We have the honour to present the sixteenth annual report of Alberta Social Services and Community Health, which covers the fiscal year ending March 31, 1986.

Respectfully submitted,

Jim Dinning
Minister

Connie Osterman
Minister

Alberta
SOCIAL SERVICES
AND COMMUNITY HEALTH

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In Replying Please Quote:

HONOURABLE CONNIE OSTERMAN
Minister of Social Services

HONOURABLE JIM DINNING
Minister of Community Health

Madam/Sir:

We have the honour to present the sixteenth annual report of Alberta Social Services and Community Health, which covers the fiscal year ending March 31, 1986.

Respectfully submitted,

Dr. Robert Orford
Deputy Minister
Community Health

Michael J. Ozerkevich
Deputy Minister
Social Services

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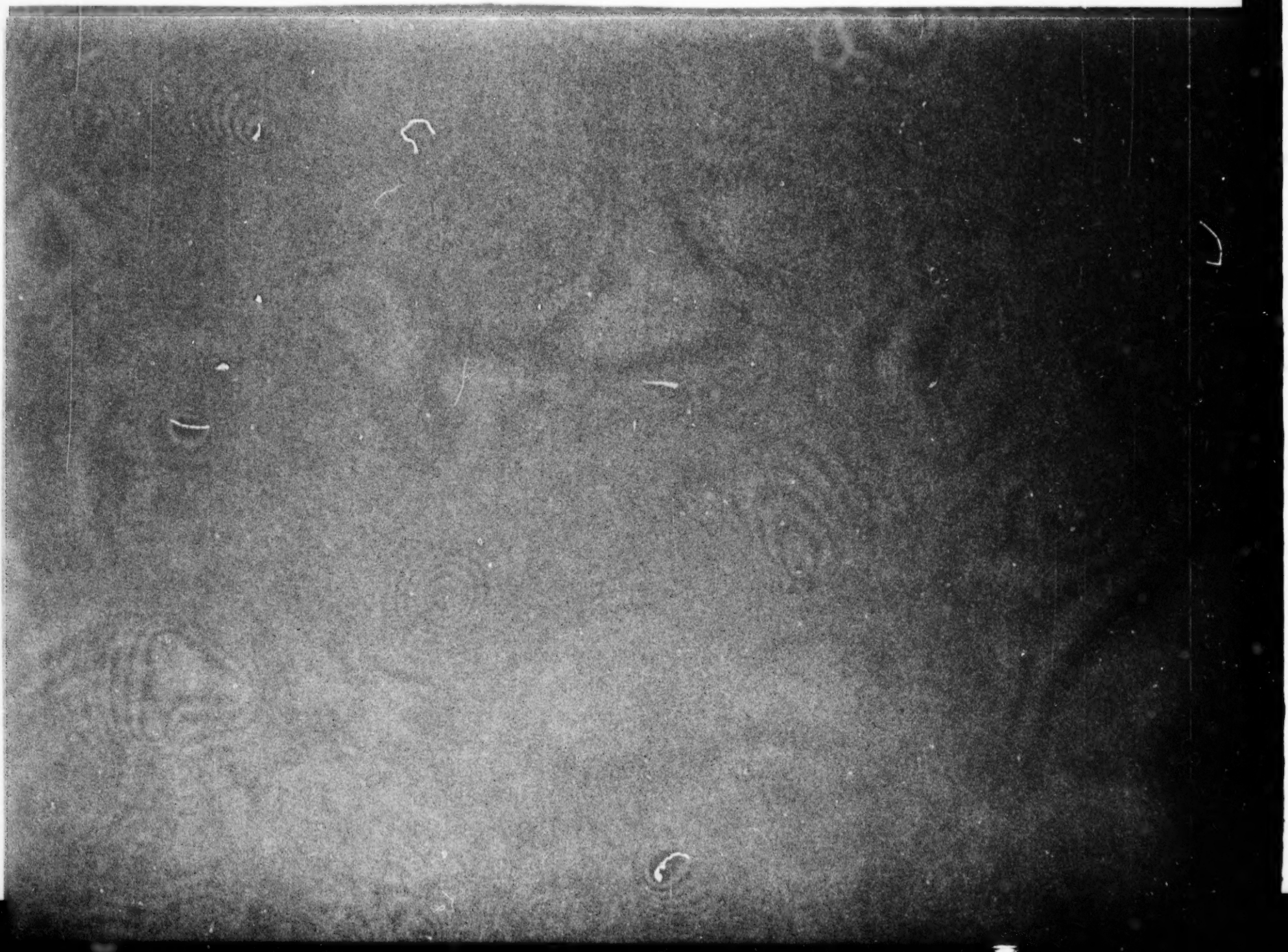
Community Health Division



Community Health Division

The Community Health Division exists to monitor the state of public health and to develop and support programs and services which help achieve, maintain and restore the good health and well-being of the people of the province. The Division's goal is the prevention of illness and the promotion of good physical, mental and social health.

The Division's purpose is accomplished primarily by enabling Alberta communities, within a developing framework of provincial policy, to identify and meet their own needs. In 1985 the Division's name was changed from Health Services to Community Health in order to more accurately reflect this purpose. Division activities include controlling communicable diseases, helping to keep the physical and social environment safe, providing care for children, promoting healthy lifestyles and providing ways for people to maintain their independence whenever possible.

During 1985-86 the Community Health Division continued to work to prevent ill health and disability and to promote good physical and mental health.

The long range planning process which began in 1985 was continued in order to assist the Division in reaching its objective of developing, supporting and delivering programs to improve the health of Albertans.

A new Public Health Act was proclaimed August 1, 1985. Development of regulations for the new Act continued to be an important activity throughout 1985.

The activities and highlights of program and support branches within the Division for the 1985-86 fiscal year follow.

PUBLIC HEALTH SERVICES

Public Health Services provides the direction, coordination and integration of the following public health programs: Health Promotion and Protection Programs, Rehabilitative Programs and Communicable Disease Control and Epidemiology.

Public Health manages the direct delivery of some services, and provides program support where delivery is not a Divisional responsibility.

HEALTH PROMOTION AND PROTECTION

Health Promotion and Protection consists of four units which develop and coordinate programs that are designed to promote and maintain good health and prevent illness, and are delivered by local health authorities and other government and non-government organizations.

Community Health Nursing

The purpose of this unit is to ensure that the highest standard of community health nursing services are available for the people of Alberta.

Services to health units include providing expertise on community health nursing and family health programs, and resource and program support (including providing provincial forms and activities' reporting information system). Direct service, including emergency and minor treatment, is provided in the Worsley area in northwest Alberta.

Highlights

- Completion through the Standing Committee on Community Health Nursing of: Family Health Program Standards for infants, preschoolers, prospective parents, school-aged and seniors. Copies of the program standards document have been sent to each sub-office of each health unit for use by community health staff.
- Presentation of "Nursing Research: A Role For You" workshop for 75 community health nursing managers.
- The local health units' community health nursing services in 1985 were primarily targeted to the younger age groups (proportion of staff time: Infants — 31 per cent, Preschool — 20 per cent, School — 26 per cent, Adults — 16 per cent and Seniors — seven per cent).
- Major contribution to completion of a feasibility study for a client- based community health information system.
- Establishment of mechanism for the health units to be promptly notified of "Hazardous Products Alerts" received from the federal government.

- Participation in major interdepartmental initiative to examine Government's role in the prevention of family violence.
- Production of the Community Health Nursing Bulletin.

TABLE 1
SELECTED STATISTICS —
COMMUNITY HEALTH NURSES' CONTACT WITH CLIENTS–ALBERTA HEALTH UNITS – 1985

Contacts with postnatal women	50,000
Home visits following birth	36,000
Contacts	
— with handicapped children	6,000
— with senior citizens	123,000
— re: communicable diseases	154,000
Persons Immunized	
— total number	372,000
— measles	100,000
Tuberculin test	48,000
Screenings	
— for preschoolers	181,000
— for school students	185,000
Participants	
— all health education groups	292,000
— classes for expectant parents	58,000
— family life education classes	61,000

Dental Health

The purpose of Dental Health is to monitor the state of oral health and to develop and support dental programs and services which help to achieve, restore and maintain the oral health of the people of Alberta. The main goal is to prevent dental disease.

Specialists in community dental health provide information and training in preventive dentistry and consult with health units and other agencies to increase dental awareness and promote oral health.

Highlights

- Operated mobile dental trailers in Milk River, Spirit River, Bassano, Coronation, Wabasca/Desmarais, Swan Hills, Bow Island, La Crete, McLennan and High Level.
- The Visiting Dentist Program held clinics in 12 remote locations for a total of 179 days.
- Nearly 50,000 'Congratulations New Mother' packages were distributed to new mothers through Alberta hospitals.
- A brochure for parents entitled 'A Parent's Guide to Dental Health' was developed for distribution to the public.
- The Dental Health Unit facilitated an oral health survey of 13-14 year-old children in Alberta. The survey was carried out by community health dentists under the auspices of the Health Unit Association of Alberta.

Environmental Health

This unit represents the major protection aspect of the Health Promotion and Protection Programs.

Environmental Health employs various specialists to investigate environmental health matters in the province. These specialists provide advice, information and training on environmental health issues and the enforcement of Public Health Act regulations to local public health inspectors. Two seminars on Communication Skills were held in 1985-86.

This unit also provides professional and administrative support to the Public Health Advisory and Appeal Board and works closely with the departments of Environment, Agriculture, Workers' Health, Safety and Compensation and Public Safety Services.

Highlights

- Represented Alberta on: Federal/Provincial Advisory Committee on Environmental and Occupational Health; Federal/Provincial Advisory Committee on Indoor Air Quality; and Federal/Provincial/Private Industry Advisory Committee on Updating Educational Programs for Foodhandlers.
- The Department and the Public Health Advisory and Appeal Board continued to sponsor a committee to review health standards for hydrogen sulphide and sulphur dioxide.
- Environmental Health continued to advise in the development of environmental health regulations to be promulgated under the Public Health Act.

Health Education and Promotion

This unit represents the major promotional aspect of Health Promotion and Protection Programs by linking, coordinating and developing a broad range of programs which encourage and assist individuals to adopt healthier lifestyles. This is done with the ultimate goal of improving the health status of Albertans.

Staff specialists in family planning, community health nutrition, school health education, health education and health promotion provide consultation on program development and management which range from needs assessment and program planning through to evaluation.

In-service and group education sessions are provided to identified target groups such as health professionals, professionals-in-training, teachers and volunteers, on content specific to reproductive health and sexuality, normal nutrition, lifestyle-related behaviours and the school health education curriculum.

Highlights

Committee Activities

- Chairmanship/sponsorship of Ad Hoc Task Force on School Health Education which collectively addresses health issues within the Alberta Curriculum.
- Served as Federal/Provincial Liaison on Women's Health Issues (from January, 1986).
- Chairmanship of the National Working Group to Reduce Smoking which represents all governments across Canada and seven of the major health organizations.

Inservice/Conference Activities

- Initiated and co-sponsored with NAIT a two-day conference on "Computers in Nutrition and Food Services."
- Addressed the Health Unit Association Convention on "The Alberta Nutrition Information System — Pilot Test Results."
- Conducted preliminary planning for a major western Canadian conference entitled, "Sexuality and Health: A New Look At An Old Subject" held in Edmonton, November 12-15, 1986.
- Conducted a delphi review of Communication, Sexuality and Family Planning Introductory Workshop.
- Undertook a social marketing and communications inservice for Health Promotion field staff.

Resource Developments

- Coordinated the Provincial 'Break Free' campaign which included television and radio advertising and distribution of promotional materials through schools, health units and non-profit organizations.
- Developed and distributed the brochure "Breaking Free: Information on Women and Smoking."
- Undertook a non-smoking survey for Alberta Social Services and Community Health employees (6,800) and drafted policy recommendations.
- Designed and piloted a computerized prenatal nutrition program to teach pregnant women to improve their nutritional and lifestyle habits.
- Prepared a report entitled "Adolescent Pregnancy in Alberta With Additional Reference to Canadian and International Statistics."
- Completed print resources for the public on prenatal nutrition and breast feeding.
- Developed and distributed the brochure "Options: A Guide for the Childless Couple" and 'Infofile' on Infertility.
- Undertook the consultation and development of provincial software to support the Information System for Alberta Family Planning Programs.
- Wrote the annual report of services provided by Alberta Family Planning Programs.

TABLE 2
SELECTED STATISTICS —
SERVICES PROVIDED BY ALBERTA FAMILY PLANNING PROGRAMS
APRIL 1, 1985 – MARCH 31, 1986

Total number of Program Contacts	**85,553**
Clinical, Counselling and Referral Services	
Number of Clients	11,277
Number of Visits	19,376
Number of Clinical Services Provided	62,050
Number of Counselling and Referral Services Provided	26,037
Education Services	
Number of Participants	22,695
Number of Activities	1,150
23% Professional Inservice Education	
39% Direct Classroom Education	
28% Community Education	
10% Special Needs Education	
Consultation Services	
Number of Recipients	1,292
Number of Activities	1,214
Telephone Information Counselling and Referral Services	42,190

REHABILITATIVE PROGRAMS

The mandate of Rehabilitative Programs is to strengthen the independence and health status of Albertans. This is accomplished by evaluating, developing, supporting and, in one instance, providing community rehabilitation programs.

The following units comprise Rehabilitative Programs: Alberta Aids to Daily Living and Extended Health Benefits Program, Co-ordinated Home Care Program, Speech Pathology and Audiology and Early Intervention Program.

Alberta Aids to Daily Living and Extended Health Benefits Program

This program is designed to meet the special needs of disabled or chronically ill Albertans facing the cost of obtaining necessary medical equipment and supplies. This equipment, available without charge, includes wheelchairs, walking aids, home oxygen equipment, prosthetics, orthotics and various medical/surgical products. Alberta Aids to Daily Living Program (AADL) co-ordinates the supply of equipment to those requiring it through the development of assessment and follow-up procedures which ensure individuals receive the appropriate aid or device. The evaluation of equipment and supplies is also carried out by the program.

The Extended Health Benefits Program (EHB) is similar to the AADL Program. However, it serves senior citizens who have chronic disabling health conditions.

By providing equipment and supplies, the AADL and EHB programs assist many disabled or chronically ill Albertans to remain in their homes. Approximately 103,000 Albertans were assisted by AADL and EHB programs in 1985-86.

Highlights

- Implemented refined medical eligibility criteria for home oxygen therapy funded through the Programs. Developed jointly with 20 voluntary agencies a method to assign priority to new benefit requests.

Coordinated Home Care Program

The Coordinated Home Care Program provides health and support services to Albertans, primarily to the elderly (over 80 per cent of the caseload is 65 years and older) the chronically ill and disabled persons. The average monthly caseload was over 10,500 for 1985-86. The cities of Edmonton and Calgary accounted for approximately 35 per cent of the active monthly caseloads.

Highlights

- Continued development of a client outcome focused Quality Assurance Program with emphasis on development of a Client Outcome Focussed Measurement Tool.
- Continued local computerization in the local health authorities including the development and testing of software for the Home Care Program.
- Continued involvement in changes being proposed to the Long Term Care system (in cooperation with Hospitals and Medical Care, Housing Department); including — piloting of the Interdepartmental Assessment/Placement Model in two sites, the Foothills Health Unit area and the Calgary region and — the development of an Assessment and Placement Instrument for Long Term Care.
- The expanded entry point to home care has enabled more elderly, disabled and palliative care clients to receive home support services. Homemaking services increased by 7.8 per cent and home help services by 2.8 per cent in 1985.

TABLE 3
RESOURCE UTILIZATION COORDINATED HOME CARE PROGRAM – 1985

CASELOAD VOLUME
(DECEMBER 1985)

Services	# of Clients	Per cent of total clients	Per cent change from previous year	Average Direct Service Hours/Client/ Per Month
Nursing	6,562	62.4	–6.6	2.4
Registered Nursing Assistant	503	4.7	+1.9	4.9
Home Health Aid	976	9.2	N/A	6.7
Physiotherapy	547	5.2	–1.2	2.2
Occupational Therapy	191	1.8	–1.5	1.2
Homemaking	3,828	36.4	+7.8	8.8
Home Help	1,093	10.4	+2.8	8.0
Meals on Wheels	516	4.9	N/A	13 meals

The average monthly caseload increased by 10.5% in 1985.

Speech Pathology and Audiology

Approximately one-third of all speech therapy services in Alberta are provided through health units.

Speech Pathology services are provided to a wide range of individuals with speech, language or hearing disorders, with priority given to children.

In addition to the financial support for speech pathology programs, the Department provides consultative planning and evaluation services to health units through the Speech Pathology and Audiology Unit. This unit also provides consultative services to other divisions of the Department and serves as a liaison with the Department of Education and Hospitals and Medical Care, as well as professional associations, agencies and the public.

In 1985, the health units province-wide received 4,271 new referrals for speech pathology services. Services provided included 7,074 assessments and follow-up reviews and treatment of 3,580 patients. Of all patients being served by the programs, 4,278 were discharged. Additionally, the programs provided a total of 5,270 hearing assessments and 380 public education programs.

Highlights

- Completed, in cooperation with health unit Speech-Language Pathology Programs, the development of structural, process and outcome standards for Community Health Speech-Language Pathology Programs.
- Implemented enhancements to the Computerized Records and Information System for Speech Pathology (CRISSP) based on a 1984 user evaluation of the system. CRISSP provides a standard method of data collection for planning and evaluating Speech Pathology Programs by health units and the Department.

Early Intervention Program

The Early Intervention Program was established to provide home based professional support for families with developmentally delayed children from birth to three-and-a-half years of age. The aim of this program is to assist the family in adapting and responding in a positive, supportive manner to the needs of their child and to optimize their child's development. Children participating in this program may have a delay in some or all of the developmental areas including motor, language, self-help, cognitive, sensory and/or social skills. A delay may also be caused by a diagnosed handicapping condition such as Down's Syndrome, Cerebral Palsy or a severe sensory impairment (i.e.: blind, deaf).

Programs operating in Alberta are administered by health units, school boards and voluntary associations. The total number of families served in a year ranges between 400 and 425.

COMMUNICABLE DISEASE CONTROL AND EPIDEMIOLOGY

Communicable Disease Control and Epidemiology monitors the occurrence and control of infectious diseases in Alberta through three units: Epidemiology and Disease Control, Sexually Transmitted Disease Control and Tuberculosis Control. These units, with the cooperation of local health authorities, practising physicians and hospitals, maintain surveillance of communicable diseases throughout the province, identify problems needing intervention and provide the assistance or services required to control these problems.

Highlights

- Proclamation of the new Public Health Act and Communicable Diseases Regulation.
- Continued emphasis on the elimination of indigenous measles in Alberta.
- Introduction of a prenatal hepatitis B screening program in cooperation with the Canadian Red Cross Blood Transfusion Service.
- Maintenance of greater than 95 per cent immunization coverage of children by grade one.
- Achieved control of the Edmonton syphilis outbreak which began in 1983.
- Response to a high level of concern from the public about acquired immunodeficiency syndrome (AIDS).
- A 21 per cent decline in tuberculosis incidence to 7.6 per 100,000 population — one of the lowest levels on record.

Epidemiology and Disease Control

This unit is responsible for communicable disease programs for diseases other than sexually transmitted diseases and tuberculosis.

It monitors the incidence of these diseases and ensures appropriate preventive or control measures are taken to minimize their impact. Consultation and advice is provided to local health authorities, hospitals, physicians and to other government departments.

The new Public Health Act, proclaimed July 1, 1985, reinforced the communicable disease program while ensuring increased protection of individual rights. The communicable disease regulations were re-written to make them more practical at the field level.

Reports of selected communicable diseases (notifiable diseases), which have impact because of their severity, risk of spread or the number of people they affect, are required under the communicable disease control regulations. The information generated from these reports helps to determine the need for, and monitor the success of disease control measures and provides the basis for epidemiologic reports to practising physicians and local health authorities in the province. As well, data is exchanged with neighbouring jurisdictions and is transmitted to Statistics Canada. The statistics eventually become part of the data collected by the World Health Organization for use in national and worldwide surveillance of disease.

Notifiable Diseases

Because of the impact of immunization and other control programs, notifiable diseases no longer have the impact they did in the early part of this century when they were the largest single cause of death in Alberta. In 1985, 41 deaths due to notifiable diseases were recorded. These included 10 deaths due to tuberculosis, nine deaths due to AIDS, nine deaths due to bacterial meningitis, four deaths due to encephalitis, and five deaths due to viral hepatitis (three confirmed hepatitis B). Other causes included pertussis (one), listeriosis (one), and congenital infections (two). If all infectious diseases are considered collectively rather than individually as causes of death, as is done for heart disease and cancers, they continue to be among the most common causes of death despite the dramatic decrease in what were once common communicable diseases.

TABLE 4

CASES OF SELECTED NOTIFIABLE DISEASES BY CALENDAR YEAR

	1985	1984	1983	1982
Diphtheria				
Cases	0	1	0	2
Carriers	1	10	36	56
Shigellosis	193	227	361	491
Hepatitis A	421	215	186	254
Hepatitis B	176	213	204	137
Measles	75	86	218	187
Meningitis, bacterial	144	121	124	109
Meningitis Viral or Aseptic	39	72	66	106
Meningococcal Infections	21	27	20	24
Pertussis	56	33	98	71
Rubella	436	514	3,729	939
Mumps	181	161	782	1,030
Amoebiasis	110	111	61	33
Leprosy	1	4	4	12
Malaria	53	37	40	27
Typhoid Fever	8	5	6	4
Giardiasis	1,509	1,341	517	-
Campylobacter	609	631	217	-
AIDS	14	10	1	-
Toxic Shock Syndrome	2	3	2	0
Tetanus	0	1	0	0
*Chickenpox	1,959	—	not reported	—

* July 1 – December 31 only

Table four shows selected statistics on notifiable diseases by calendar year from 1982 to 1985. Vaccine-preventable diseases (diphtheria, pertussis, tetanus, polio, measles, mumps and rubella) showed either a satisfactory drop or continuation of a very low incidence. No cases of diphtheria occurred and the number of carriers declined to an all-time low. This may reflect the impact of the new diphtheria vaccine introduced in 1980. Pertussis (whooping cough) showed a slight resurgence and one death was reported indicating the continued importance of immunization. Rubella showed a further drop from its high incidence of 3,729 in 1983 to only 514 cases in 1984 and 436 cases in 1985. Except for 1977 this is the lowest number of rubella cases reported since the 1940's. One of the cases in 1985 was a case of Congenital Rubella Syndrome in a severely affected infant. The 181 cases of mumps in 1985 represent only a slight increase from the record low in 1984. This stable low level reflects the impact of the mumps immunization program introduced in 1982.

The total of 75 cases of measles was the lowest ever recorded and reflects the impact of the measles elimination program.

Chicken pox became reportable from mid-1985 and displaced giardiasis as the most common non-sexually transmitted disease with over 1,900 cases reported in six months. This generally mild childhood disease was widespread throughout the province. The requirement for reporting seems to have coincided with one of the peaks in the normal cycle of chicken pox. Fortunately, there were no serious complications or permanent damage reported. These statistics will serve as a basis to determine the need for the new chicken pox vaccine expected to be licensed soon.

The next most commonly reported disease in 1985 was giardiasis (1,509 cases), a parasitic infection which produces an unpleasant diarrheal illness popularly known as "Beaver Fever". This disease is common around the world but appears to be particularly common in areas on either side of the mountain chains in western North America. It is spread primarily by person-to-person contact although significant numbers of cases are acquired by drinking untreated surface water, by exposure to infected pets and by travel to developing countries. Outbreaks are frequently reported in association with contamination of municipal or resort area water supplies but no such outbreaks occurred in Alberta in 1985.

Other causes of intestinal illness include salmonellosis (732 cases), shigellosis (193 cases), and campylobacter infections (609 cases). The latter bacterial infection produces abdominal cramps, fever and often bloody diarrhea. Although the source of infection was not identified for the majority of cases, the most commonly reported sources were drinking unpasteurized milk, drinking untreated surface water, exposure to pets, and consumption of or exposure to chicken and other meats.

There were 144 cases of bacterial meningitis (excluding 21 meningococcal infections). Eighty per cent of these, including at least one death, were due to infection with H. influenzae, the most common cause of meningitis in North America. The importance of this infection has been underestimated in the past and it is now recognized that children under the age of five years have a one-in-200 chance of developing meningitis, a risk greater than that of polio in the pre-vaccine era. Infection carries a 10 per cent mortality rate and a 25-50 per cent rate of permanent neurologic damage. Alberta experiences a higher reported incidence of this disease than some other Canadian jurisdictions. This is probably an artifact of better reporting. However, monitoring of this disease is important since a vaccine to prevent infection is now available.

During 1985, 14 cases of AIDS (Acquired Immuno-Deficiency Syndrome) were reported in Alberta and nine deaths occurred. This is a severe, ultimately fatal, disease caused by a virus which destroys the body's immune defences. The increasing incidence (from 10 in 1984) reflects the growing problem with this disease and is a reflection of the national trends in both Canada and the United States. The rate of increase and the number of cases are lower than the national levels but were fourth highest in Canada. The disease occurs almost exclusively in recognized risk groups — homosexually active men, immigrants from high risk areas such as Haiti, recipients of blood or blood products

and heterosexual contacts of high risk persons. It is primarily a sexually transmitted disease and there is little evidence of spread into the general population. Of the 25 cases reported in Alberta since the first case was recorded in 1983, 21 were homosexually active males, two were recipients of blood products (a transfusion and anti-hemophilia factor) and two were children born to high risk parents.

The high level of public concern required considerable time of unit staff to allay this concern and to provide public education. As well, staff participated in efforts to educate persons in high risk groups since education will be the only effective control measure until a vaccine or effective medical treatment is developed. In September of 1985 the Red Cross introduced routine screening of all blood donations in Alberta to reduce the already small risk from blood transfusion. The Provincial Laboratory of Public Health introduced AIDS testing for high risk or worried individuals in December, 1985. A Provincial Advisory Committee on AIDS was established.

The only case of human rabies ever recorded in Alberta was reported in October, 1985. A young man was exposed to a bat in north-central Alberta but did not seek medical advice and did not receive post-exposure treatment. About three months later he developed symptoms of rabies and subsequently died. Bats are a recognized reservoir for rabies in Alberta although only small numbers are infected. Skunks are also a problem in the south-east corner of the province although an active depopulation program has reduced this problem considerably.

Immunization

As in past years, the Branch provided a wide range of immunizing agents to local health authorities for the prevention of communicable diseases. Over 200,000 Albertans received more than half a million immunizations.

Protection of children against seven serious childhood diseases (diphtheria, whooping cough, tetanus, polio, measles, mumps and rubella) remains the primary goal of the program. It is estimated that over 90 per cent of preschool children are adequately immunized and that this coverage rate increases to better than 95 per cent by grade one. Immunization of infants born to hepatitis B infected mothers was expanded in 1985, with the introduction of a prenatal hepatitis screening program in cooperation with the Canadian Red Cross Society.

As well as routine immunization, immunization for groups at special risk continues. Immunizations were provided to numerous travellers to foreign countries and rabies vaccine was distributed to several hundred individuals because of potential occupational exposure or actual exposure to biting animals.

The Branch maintains active surveillance of adverse reactions to immunizing agents, one of the only programs of its kind in North America. Over 1,200 reports were received and analyzed in 1985.

Professional and Public Education

Staff of the Branch were active in promoting immunization and in responding to media and public enquiries about immunization. Staff also participate actively in the teaching of preventive medicine, epidemiology and communicable disease control to undergraduates in medicine, nursing and related professionals at universities and technical institutes in Alberta. Staff also participated in continuing medical education programs throughout the province.

Sexually Transmitted Disease Control

The goal of Sexually Transmitted Disease Control (formerly Social Hygiene Services) is to provide a comprehensive program for the control of sexually transmitted diseases. The program provides diagnostic and treatment services through clinics in Edmonton, Calgary and Lethbridge, epidemiological services, consultation to physicians, data monitoring, disease surveillance and public and professional education. Although operated through the auspices of the health unit, the Fort McMurray Clinic also provides these same services in that city and its surrounding communities.

The Diseases

Surveillance is maintained for the six notifiable diseases: gonorrhea, syphilis, non-gonococcal urethritis (NGU), mucopurulent cervicitis (MPC), chancroid and lymphogranuloma venereum. NGU and MPC are notifiable as of July 1, 1985.

There was a decrease in both the number of cases and rate for gonorrhea in 1985, continuing a five-year trend: 5,690 cases were reported giving a rate

of almost 233 per 100,000 population. This represents a 15.2 per cent decline from the 1984 figures. The group most commonly affected are 20-24 year olds (38 per cent of cases) followed by the 15-19 year old age groups (23 per cent of cases).

The incidence of syphilis declined by 49.5 per cent in 1985 with 290 cases reported. The decline was the result of containment of the outbreak of syphilis which began in Edmonton in 1983. Control of the outbreak required a major portion of the time and manpower of the Edmonton clinic.

NGU and MPC became reportable in July, 1985 and were a major concern for health care professionals. Almost 400 cases were reported in the six-month period to December, 1985. These infections outrank gonorrhea by a ratio of at least 1.5 to 1. Genital herpes continues to be a cause for concern both for the public and health care professionals. Laboratory testing for NGU, MPC and herpes remained at high levels in the clinics.

One case of chancroid was reported in 1985.

Approximately 470 persons per week were seen at the Edmonton and Calgary clinics. Over 9,000 contacts were reported and over 5,200 follow-up investigations were done.

Highlights

The total number of educational presentations delivered in 1985 was 507, with a particular focus on education for high school groups. Ninety-four medical and nursing post graduate students received clinical training at the clinics.

Tuberculosis Services

The monitoring and control of tuberculosis in the province is the responsibility of the Tuberculosis Services program.

The program operates an out-patient clinic in Calgary for patients residing in the City of Calgary and the southern part of the province, and an out-patient clinic in Edmonton for patients residing in the northern section of the province.

The City of Edmonton Tuberculosis Clinic and the Lac La Biche project are monitored by Tuberculosis Services.

The Central Tuberculosis Registry for the province is maintained in Edmonton.

Persons having shown positive tuberculin reactions may be investigated by their family physician or referred to the Tuberculosis Services Clinics. The Tuberculosis Services Clinics supply anti-tuberculous medication and provide further investigation, treatment and follow-up services free of charge.

There were 178 active cases of tuberculosis detected in Alberta in 1985; a decrease of 20 per cent from the 221 cases in 1984. Of the 178 cases, 74 (41.5 per cent) were foreign-born and almost certainly acquired their infections before coming to Canada. Fifty of the foreign-born cases came from Asia. The younger group came from Vietnam and the older group from China. Over half arrived in Canada within the last five years.

Europeans accounted for 15 cases. The average age of this group was 61.6 years and average residency in Canada was 32.7 years. Over 81 per cent of the foreign-born cases live in Edmonton or Calgary; the remaining 19 per cent live in rural areas, particularly in northern Alberta.

Of the Canadian-born, Registered Indians and Metis accounted for 49 cases, a decrease of 25 per cent from 1984. Registered Indians accounted for 19.1 per cent of active cases, Metis for 8.4 per cent of active cases and all other Canadians for 30 per cent of cases.

In the same year, 369 new cases of inactive tuberculosis were diagnosed. Sixty-nine per cent of these cases were foreign-born. The majority were recent immigrants.

In addition to the 221 patients who were treated for active tuberculosis, 1,136 cases received preventive treatment. Fifty per cent of these cases were recent immigrants and approximately 40 per cent were contacts of active cases of tuberculosis.

FAMILY AND COMMUNITY SUPPORT SERVICES

The objective of the Family and Community Support Services program is to prevent social breakdown by helping people and their community identify and provide solutions for their social needs.

Municipalities, Improvement Districts, Metis Settlements, Indian Bands, and National Parks may enter into an agreement with the Minister of Social Services and Community Health to operate a local Family and

Community Support Services program. Funding is provided on a cost-shared basis with the province contributing up to 80 per cent of the fund and the local municipality or municipalities contributing the remaining 20 per cent.

Highlights

- During 1985-86 over 80 municipal/provincial agreements were in effect with municipal programs serving approximately 86 per cent of the province's population.
- Consulting services associated with the program were provided by the Regions of the Department.
- 1985-86 funds to municipalities were allocated as follows:

Administration and Planning Component	$4,506,646
Family and Community Services Components	21,698,504
Total	26,205,150

MENTAL HEALTH SERVICES

The program is responsible for ensuring the availability of high quality treatment and support services in the community for mentally ill residents of Alberta.

This includes the following:

- Direct provision of clinical services
- Direct provision of support services
- Facilitation of clinical and support services to be provided by others, which may include:
  - education endeavors
  - public information
  - funding agencies or projects
  - coordinating efforts with other government departments, agencies, professional bodies and individuals.
- Facilitation of preventive mental

TABLE 5
MENTAL HEALTH SERVICES — STATISTICS FOR 1985–1986

NUMBER OF CASES TREATED IN OUTPATIENT CENTRES IN THE PERIOD APRIL 1, 1985 TO MARCH 31, 1986 SUMMARIZED BY SEX AND AGE MARCH 31, 1986

	AGE IN YEARS								
REGION	0-5	6-11	12-17	18-24	25-34	35-44	45-64	65+	Total Cases
Northwest	32	195	384	338	651	376	212	51	2,239
Northeast	29	134	251	197	434	269	175	58	1,547
Edmonton	179	568	1,083	796	1,572	1,026	839	510	6,573
Central	51	219	526	520	1,020	716	530	190	3,772
Calgary	104	397	462	467	1,227	868	472	208	4,205
South	154	522	547	386	780	454	319	134	3,296
TOTAL CASES 1985–86	549	2,035	3,253	2,704	5,684	3,709	2,547	1,151	21,632
Males	206	681	1,743	1,733	3,572	2,373	1,582	763	12,653
Females	343	1,354	1,510	971	2,112	1,336	965	388	8,979
TOTAL CASES 1984–85									21,028

NOTE: 1. The age ranges are inclusive, e.g. 6-11 years includes ages 6 to 11.9 years of age.

Number of Cases Treated in Outpatient Centres Summarized by Sex and Age:

Table 5 shows that of the 21,632 cases, 40 per cent were under 25 years of age, 43 per cent were 25 to 44 years of age, and 12 per cent were 45 to 64 years of age, and five per cent were over 65 years of age. More females than males were seen in the age groups under 11 but males outnumbered females in the remaining groups. Total caseload increased slightly over the previous year.

Highlights

- Continued planning with child welfare for an improved mental health service for children.
- Held a successful two-day conference for Alberta Mental Health Services workers in Camrose.
- Completed the drafting of the proposed new Mental Health Act.
- Mental Health Services staff published 15 research papers.
- A consultant was contracted to consider issues regarding improvements in community care for the chronic mentally ill in Alberta.
- An improved mental health information system which facilitates management planning was implemented.
- Three year accreditation status was achieved by all three Extended Care Centres — Claresholm, Raymond and Rosehaven. Two-year accreditation was granted to the Northwest Region and to the Lethbridge and Medicine Hat areas of the South Region.
- Planning commenced for the replacement of Starholm Building at Claresholm Care Centre, with completion projected for January, 1987.
- Planning commenced for construction of 100 new beds at Rosehaven Care Centre to replace older beds.
- In keeping with the philosophy of preventive mental health, planning commenced at Rosehaven for the establishment of a one-day program for out patients.
- At the end of the fiscal year a self-funded home for six ladies discharged from Raymond Home was in the final phases of construction.
- Mental Health Services community workers underwent training in suicide prevention and prevention of family violence. Alberta continues to be the only province in Canada with a suicide prevention program.
- In October, 1985 the St. Paul and District Association for the Handicapped opened a Mental Health Group Home, Day Program and Assisted Living Program, with funding from Mental Health Services, in the Northeast Region.

Statistics for Mental Health Clinics and Extended Care Centres are given in the following tables.

DIVISION SUPPORT BRANCH

The Division Support Branch provides assistance to the Deputy Minister and programs of the Division in the areas of research, planning, evaluation, policy analysis and information systems development. Where resources allow, assistance is also provided in response to requests from health units and FCSS programs.

The Branch consists of the following sections:

Electronic Data Processing — Development: provides consultation, co-ordination and specialized assistance in the development of electronic data processing systems, EDP budget planning and EDP long-range planning for programs within the Division and for health units.

Electronic Data Processing — Support: provides specialized consultation, coordination, project management and user coordinator

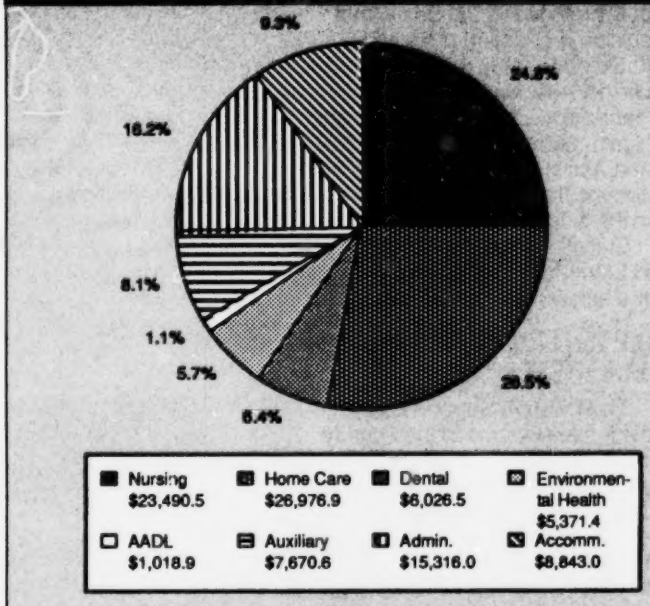
TABLE 6
MENTAL HEALTH — STATISTICS FOR 1985–1986

SELECTED INDICATORS FOR THE EXTENDED CARE CENTRES
APRIL 1, 1985 TO MARCH 31, 1986

	CARE CENTRE			
	Claresholm	Raymond	Rosehaven	Total
Bed Capacity	203	52	279	534
Admissions	69	28	69	166
Discharges	86	27	26	139
Deaths	7	0	53	60
Patient Resident on March 31st	187	49	263	499
Average Length of Stay				
— Discharges	1.9 years	2.7 years	3.7 years	2.4 years
— Patients Resident on March 31st	11.5 years	17.3 years	5.2 years	8.8 years

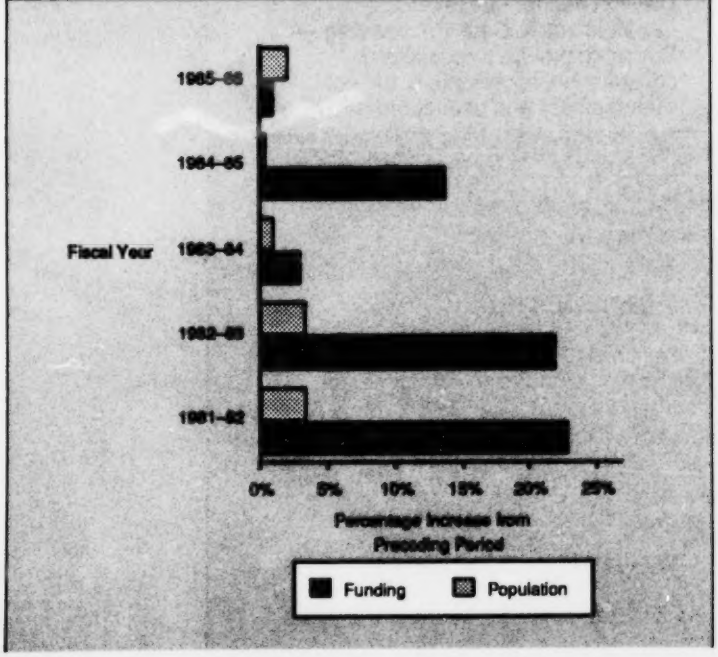
TABLE 7
1985-86 HEALTH UNIT FUNDING HIGHLIGHTS

1985-86 BUDGET DISTRIBUTION: $94.7 MILLION
PER CENT OF BUDGET



Note: Percentages may not add to 100 due to rounding. All figures in thousands of dollars (000s).

TABLE 8
HEALTH UNIT FUNDING/POPULATION INCREASES FROM THE PRECEDING FISCAL YEAR: 1985 to 1986



assistance to programs within the Division and for health units.

Epidemiology (Non-Communicable Diseases): provides research and data analysis consultation to programs and funded health agencies regarding the distribution and impact of non-communicable disease, as well as socio-demographic characteristics of health units.

Planning and Evaluation: assists in the development, co-ordination, and undertaking of planning and evaluation within the Division as well as policy research and analysis.

Poison Control: administration of Poison Control Program. Program transferred to Hospitals and Medical Care for the 1986-87 fiscal year.

Highlights

- Completed a background paper on health unit funding for health units in preparation for a meeting to discuss funding issues.
- Prepared a policy paper on Footcare Services and Manpower in Alberta, for the Alberta Health and Social Services Disciplines Committee.
- Coordinated a seminar on planning for Divisional senior managers, and organized senior management planning retreats, dealing with strategic and operational issues.
- Coordinated an evaluation of consulting services provided by Public Health Services Branch to health units.
- Completed an evaluation of the Red Deer Health Unit's Occupational Health Program.
- Managed a Feasibility Study for a Client Based Community Health Information System.
- Developed and implemented the Home Care Information System and the Environmental Health Information System Phase I.
- Assisted the health units with the acquisition of computer equipment to operate various computerized applications and the implementation of a number of applications.
- Managed the activities undertaken towards implementation of a new reporting structure for the Provincial Laboratory of Public Health.
- Prepared a report on social demography and health status of the Medicine Hat Health Unit.
- Developed a proposal for Risk Factor Surveys in Alberta, and coordinated the implementation of surveys in Leduc-Strathcona and Minburn-

Vermilion Health Units.
- Prepared and distributed a report on Population Estimates and Projections for health units, 1981-1991.

FINANCE AND ADMINISTRATION BRANCH

The Finance and Administration Branch provides monitoring, evaluating, coordinating and control services in the areas of finance, personnel and general office administration for the Health Services Division and its funded agencies. Finance and Administration provides financial and support services to the 27 health units and is also responsible for monitoring the Accommodation/Capital program in the health units.

Highlights

- The health unit budget increased from $92.7 million to $94.7 million in 1985-86, due largely to a $1.7 million increase for inflation and $0.3 million for the Accommodation/Capital Program (lease renewals and telecommunications decentralization).

VITAL STATISTICS

Vital Statistics administers the requirements of the Vital Statistics, Marriage and Change of Name Acts. The objectives of the programs are to: register all birth, death and marriage events occurring in Alberta; process Change of Name requests; provide confirmation of the occurrence of these events to those entitled; provide a data base to monitor the state of public health in Alberta; and register and licence marriage commissioners, clergy to perform marriages and district registrars.

Highlights

- Event statistics for 1985 compared to 1984
- The 1985 Vital Statistics Annual Review contains an expanded list of 282 selected causes of death (previously and still reported — 72) from the International Classification of Disease (ICD9). This expanded list is now consistent with the data available from Statistics Canada.

TABLE 9

Highlights

Event Statistics for 1985 compared to 1984

	1984	1985	(%change)
Births (total)	43,924	43,684	-0.6
Births out of wedlock	7,221	7,628	+5.6
Marriages	20,056	19,738	-1.6
Deaths	12,812	13,299	+3.7

TABLE 10
PROVINCIAL LABORATORY OF PUBLIC HEALTH

Specimens Examined in 1985-86

TYPE	LOCATION		TOTAL
	Edmonton	Calgary	
Diagnostic Bacteriology	175,729	43,030	218,759
Bacterial Serology	95,283	30,012	125,295
Parasitology	56,004	10,107	66,111
Mycology	6,569	–	6,569
Sanitary Bacteriology	46,695	24,827	71,522
Virology	72,301	40,026	112,327
HTLV-III/LAV	275	446	721
Chlamydia and Mycoplasma	48,211	9,872	58,083
Sent for Identification	3,056	1,565	4,621
Animal Inoculations	422	–	422
TOTAL	504,565	159,885	664,450

PROVINCIAL LABORATORY OF PUBLIC HEALTH

The Provincial Laboratory of Public Health provides diagnostic and public health microbiology services, including bacteriology, virology, mycology and parasitology, to physicians, hospitals and local health authorities. The headquarters laboratory is located on the University of Alberta campus in the MacKenzie Health Sciences Centre, Edmonton, and a southern branch laboratory is situated at the Foothills Hospital in Calgary.

Highlights

- Tests for antibody to the virus associated with acquired immune deficiency syndrome were introduced in the Edmonton and Calgary laboratories.

Social Services Division

Social Services Division

INTRODUCTION

With the consolidation of the organizational structure in the previous year there were few organizational changes to the Social Services Division in 1985-86.

Information Resource Management, formerly Management Information and Systems Services, now consists of three areas: Management Information Services, Information Systems Services and EDP Planning. Within MIS there are four functional units: Information Centre, Management Reporting Services, Data Administration and Training Unit.

The Office of the Children's Guardian was established in July, 1985 to meet the requirement in the Child Welfare Act, 1984 that the minister appoint a Children's Guardian. Assisted by six Regional Children's Guardians, the Provincial Children's Guardian assumes legal responsibilities as guardian of all children who are the subjects of court ordered permanent or temporary guardianship or of a permanent guardianship agreement.

The Productivity Branch commenced in April, 1985 as a short-term initiative to assist Social Services Division's senior executives with improving productivity.

In October, 1985 the Special Project on Income Security Initiatives was established within Income, Rehabilitation and Day Programs as a coordination mechanism. The project is expected to continue for a period of three to five years.

SERVICE DELIVERY BRANCH

ASSOCIATE DEPUTY MINISTER

The mandate of the Office of the Associate Deputy Minister is to direct the efficient and effective delivery of designated departmental services and to ensure their coordination. The broad responsibilities of this structure are:

- to act as spokesman for the Regions in all divisional management forums;
- to ensure an inter-regional perspective and presence in divisional planning, budgeting and program development;
- to determine the effectiveness and efficiency of organizational units involved in delivery of service;
- to manage the direct program delivery of Widows' Pension Program;
- to conduct special Service Delivery projects including implementation planning, in consultation with the six Regions;
- to represent the viewpoint of the Department to outside interest groups and organizations;
- to coordinate issues that are multi-regional in focus and ensure liaison between the Regions and Corporate Office;
- to monitor the regional delivery of services to ensure compliance with policy, standards, procedures, legislation and regulations and to ensure consistency in the delivery of service to clients across the province.

Highlights

The following highlights summarize major achievements during the past year.

- Established the Opportunity Fund for Children and Handicapped Persons in spring 1985.
- The Service Delivery Monitoring Unit became operational in November, 1985.
- Developed a compliance monitoring system for Social Allowance and Child Protective Services programs.
- Conducted a review of client eligibility at an Edmonton district office.
- Conducted a review of hostel alternatives.
- Conducted a review of Social Allowance file closure activity to ensure accurate casecounts.

NORTHWEST REGION

Child Welfare

- Supported the Independent Living Program established in Grande Prairie, High Prairie and Slave Lake — for wards over the age of sixteen.
- Promoted least obtrusive methods and permanency planning which led to a two-thirds reduction in out-of-region placements over the last two years.

- Delivered Child Welfare Implementation Project training to all interested staff and community groups including the Lesser Slave Lake Indian Regional Council.
- Established a Special Advisor, Native Services, to provide advocacy and visibility of native issues and concerns.
- Continuation of consultation negotiations with Lesser Slave Lake Indian Regional Council and initiation of discussion with Alexis, Dene Tha and Little River Bands.
- Development and implementation of an "at risk" designation and monitoring for case management and practice standards by Regional Children's Services Unit.
- Initiated a Family Support Program in Valleyview to train and counsel families and individuals in communications, self-esteem and parenting skills; similar program proposals were developed for Peace River, Slave Lake and Wabasca/Desmarais.

Income Security

- Piloted an automated system for client tracking, recording and cheque distribution.
- The compliance review system developed and implemented in the Northwest Region was used as the basis for the Provincial system of program delivery, review and evaluation.
- Successfully tested a LAP computer in Wabasca/Desmarais to access information from the District Office.

Mental Health

- Assessment and counselling services delivered to worksites on a monthly basis by certified psychologist.

Rehabilitation Services

- Initiated Developmental Activity Programs for twelve multiple handicapped individuals in Grande Prairie and Peace River.
- Initiated a Vocational Training Program in High Prairie.
- Expanded the Independent Living Support Program in Grande Prairie to provide an opportunity for clients to live independently in the community.
- Regional representatives participated on a committee to establish a Rehabilitation Practitioner Program at the Grande Prairie Regional College.

Other

- Held brain injury workshop in Peace River, coordinated by regional staff.
- Regional staff planned a three-day workshop for Integrated Day Care Operators. Topics included budgeting, communications and recruitment.
- Consolidation in one location in Grande Prairie (the Regional Consultation Services) resulting in manpower and mileage savings as faster access to the region's largest centre.
- Region was represented on a steering committee to develop an off campus Bachelor of Social Work Program in conjunction with University of Calgary, AVC Lac La Biche, CVC Slave Lake, AVC Grouard and various community members.

NORTHEAST REGION

Child Welfare

- Began development of a new foster parent training program.
- Established Community Outreach Treatment Programs in both regional Youth Assessment Centres.
- Provided Family Therapy outreach services to small northern communities on a fee-for-service basis.
- Commenced program evaluations of contracted services.
- Implemented sexual assault protocols with agencies through the Region.
- Reallocated staff to provide child welfare casework supervisor coverage in all offices.
- Formed Adoptive Parents Association in Bonnyville to provide support and information to adoptive and prospective adoptive parents.
- A review and evaluation of all foster homes in the Region neared completion.
- Initiated consultation with Kehewin and Saddle Lake Indian Bands for eventual transfer of services.
- Training on the new Child Welfare Act was provided to all regional staff, community groups and agencies.

Income Security

- Employment Opportunities Program staff offered a job readiness program and support groups in Westlock, Lac La Biche and Athabasca.
- Implemented computer applications to include a financial tracking system for all district expenditures and an

income security program that calculates basic allowance rates.
- Completed regional file audits in four district offices.

Mental Health

- Opened a group home to provide support and living skills to adults recovering from mental illness.
- Provided additional psychiatric services to the Lac La Biche Youth Assessment Centre.
- Provided training on suicide prevention; native awareness and sexual abuse/family violence dynamics and treatment.

Rehabilitation Services

- Expanded Supported Independent Living spaces in St. Paul.
- Began implementation of the Five-Year Rehabilitation Plan.
- Finalized a contract to provide the Region with Behavior Management Outreach Services.

Other

- Revised and completed Five-Year Regional Plans for Children's Services, Services to Natives and Family Violence.
- Expanded contracted services with Native groups to include a family support worker at Fort McKay, Native resource workers in Anzac and Conklin, a community program in Kikino Colony and a Native support worker in St. Paul.

EDMONTON REGION

Child Welfare

- Twelve families who have graduated from the Parent Counsellor Training Program at Southwest Edmonton District Office, offered their homes to care for difficult teens aged 12 to 18.
- Training teams comprising a foster care support worker and a foster parent, provided regional foster parents with training on the new Child Welfare legislation.
- Regional trainers presented orientation sessions on the new Child Welfare Act to over 700 representatives of Edmonton's community agencies and organizations.
- Instituted a Native Resource Worker Project in Southwest Edmonton District Office for a six month trial period. The project is comprised of two native social workers who provide consultation and support to child welfare workers before and after apprehension of native children and also recruit native foster homes and support non-native foster parents with native children.
- Held the first meeting of the Inter-Agency Committee on Child Sexual Abuse which is comprised of representatives from the RCMP, City of Edmonton Police, the Attorney General's Department and the region's two treatment agencies.
- Provided increased funding to the Sexual Assault Centre and Group Five Counselling Services.
- Appointed a Youth Services Coordinator to liaise with Community Agencies providing services to Edmonton's youth.
- Hosted a three-day conference on Adoption of Older Children for provincial social workers.
- Held a two-day Foster Parent Camp involving the Edson Life Skills Program.

Income Security

- Provided funding to two Job Finding Centres to train employable social allowance clients in job-finding techniques.

Rehabilitation Services

- Provided funding for four six-bed group homes operated by the Good Samaritan Society.
- Provided funding for three new group homes operated by the Society for Knowledge in Learning Living Skills (SKILLS).
- The Employment Opportunities Program introduced a Waitress Training Program with the help of two local restaurant owners.
- Co-sponsored a Career Night to introduce post-secondary career options for handicapped students. Seventeen agencies gave handicapped students and their parents an opportunity to explore educational, vocational and counselling services offered in the Edmonton area.

Other

- The Edmonton Region and Metis Local 1885 held a joint news conference and open house to announce funding of the Metis Children's Services Society to develop social services for Metis families.
- Regional staff development sponsored several Family Therapy

Workshops in Edmonton; presented by internationally-acclaimed Family Therapist, Dr. Carlos Sluzki.

CENTRAL REGION

Child Welfare

- Assisted communities in organizing children's services councils to facilitate inter-agency collaboration and planning in meeting the expectations of the new Child Welfare Act.
- Enhanced Red Deer's Youth Assessment Centre program by providing structured remedial care for children experiencing serious social problems and assisting them in adjusting to family life or becoming capable of living independently.
- Negotiated contracts with the O'Chiese and Sunchild Cree Bands for the hiring of native child welfare worker aides to work on the bands' reserves.

Income Security

- Initiated a 'Sensible Solution' computerized program to improve productivity and efficiency in the processing of Social Allowance cheques.

Mental Health

- Supported a residential treatment centre for six emotionally disturbed children, including counselling and therapy services for them and their families.

Rehabilitation Services

- Developed vocational and residential spaces for the mentally handicapped in the Region based on repatriation of Michener Centre clients to their home communities.
- Funded a Supported Independent Living Program to support children in a semi-independent environment and teach them the skills required for independent living.
- Planned for the phasing out of the Wetaskiwin Centre institution and the transfer of its clients to more normal living accommodations in Wetaskiwin and other communities.
- Funded COPE Rocky Mountain House Pilot Parents' Association to operate a six-space group home for developmentally and physically handicapped adults.
- Funded vocational and educational programs to adults no longer supported through school jurisdictions.

CALGARY REGION

Family Support Services

- Established a unit for 16 and 17 year olds operated through a community agency.
- Funded community proposals to offer counselling services to families in need of protection services.
- Established preliminary protocols with agencies.

Child Welfare

- Continued increased use of community resources at intake to assist in reducing caseloads.
- Completed Blackfoot negotiations .

Rehabilitation Services

- Continued development of a common waiting list for residential needs through an inter-agency committee — ongoing statistics and service development recommendations.

Other

- Continued regular meetings between school board staff and district office managers.
- Established regional contracting and negotiations for community development.

SOUTH REGION

Child Welfare

- Conducted an extensive study of native child welfare on the Peigan Reserve and found a desire by band residents to take over delivery of child welfare services on the reserve. Work on the process of turnover of delivery to the band was begun.
- Established Children's Service Committees in each of the six district office areas to evaluate present services and recommend enhanced services to children, based on the child welfare plan developed in 1985.

Rehabilitation Services

- Opened the Fort MacLeod Special Development Unit to provide services to 30 medically fragile clients from Baker Centre, Michener Centre and the Wetaskiwin Centre.
- Implemented a tendering process for Services to Handicapped People.

Other

- Held the Annual Volunteer Recognition Evening in Medicine Hat for approximately 30 volunteers.
- Initiated "Services for People," a twice semi-monthly half-hour television

show in Lethbridge and Crowsnest Pass to highlight services offered by the Department.
- Opened a new group home in Medicine Hat to allow former Michener Centre residents to live in their home community.

Opportunity Fund for Children and Handicapped Persons

The Opportunity Fund is designed to encourage regions throughout Alberta to design, implement and monitor the establishment of alternative, improved delivery systems to children and handicapped persons. It is responsible for the following activities:
- Review five-year regional plans to ascertain general directions and provincial consistency of efforts; to assist Regions in identifying programs which may be facilitated through the Opportunity Fund.
- Review and evaluate Opportunity Fund proposals for the purpose of funding eligible projects, advising regions regarding eligibility and assessing project performance.

CHILD WELFARE CORPORATE

The delivery of services to children under the care of the Department and any investigations relating to their safety and well-being are carried out by the six Regions providing social service delivery in Alberta. However, final responsibility for the guardianship and care of these children remained with the Director of Child Welfare until proclamation of the new Child Welfare Act in July, 1985 when the process of transferring guardianship responsibilities to the Children's Guardian was commenced.

Adoption Services is responsible for approving adoptive applicants and matching children with adoptive families. With the continued decrease in the number of infants surrendered for adoption and the lengthy waiting period for the adoption of healthy infants, adoptive families showed increased interest in older and special needs children and in international adoptions. The Wednesday's Child television program continued to be very successful in the recruitment of adoptive families for special needs children. The number of non-ward adoption also continued to increase, and a study on private adoption practices and procedures was made at the request of the Minister in an effort to determine the extent to which the Department should be involved in such adoptions.

In 1985-86, the adoptions program was identified as an area requiring change. An evaluation was conducted which identified several areas that required upgrading, among them the computerization of the lists of parents waiting to adopt and of the children waiting to be adopted.

In keeping with the change in attitudes with regard to the disclosure of information relating to adoptions as well as the increase in the number of adoptees and in the number of birth parents and siblings of adoptees who conduct searches, the Post-Adoption Registry was established on July 1, 1985. Persons 18 years of age or older who were adopted in Alberta, in addition to birth parents and adult siblings of these adoptees, may seek the assistance of the Registry to obtain non-identifying information. If the adoptee and the other family

TABLE 11
GUARDIANSHIP STATUS BY REGION

	NORTH WEST	NORTH EAST	EDMONTON	CENTRAL	CALGARY	SOUTH	TOTAL
Investigation	24	6	41	1	44	2	118
Custody Agreement	66	66	319	101	187	57	796
H.C.S. Agreement	400	207	1,099	375	936	386	3,403
Support Agreement	372	267	1,031	159	381	324	2,534
Apprehension	3	18	43	8	27	7	106
Permanent Guardian	222	218	817	250	618	131	2,256
Supervision	47	31	103	19	49	21	270
Temporary Guardian	158	124	363	74	260	105	1,084
Other	162	116	357	105	239	69	1,066
TOTAL	1454	1052	4173	1092	2741	1102	11,634

member(s) officially register then identifying information may also be available. To March 31, 1986 a total of 1,508 written requests for information were received and 778 individuals were registered for voluntary disclosure. Identifying information was provided in 17 instances.

In order to assist in the effective delivery of child welfare services in the Regions, a comprehensive Child Welfare Information System was developed. The Child Welfare Information System Maintenance Unit provides assistance with the testing and implementation of this system and continues to offer backup support and training to the Regions.

Highlights

- The new legislation made it necessary to transfer the guardianship of all children who were temporarily in the Department's care from the Director of Child Welfare to the Children's Guardian as these wardships lapsed. A successful transfer was completed.
- Required contact concerning child welfare cases was made with the other provinces and the Territories by Child Welfare Service Delivery. Early in 1986 a decision was made to have all interprovincial contacts initiated from and directed to the six Regions in order to deal with the issues more efficiently. This change in responsibility was effected.
- With the increased interest in special needs children, Adoption Services developed a higher profile in this area and made the successful placement of a significant number of these children, which included those with physical or mental handicaps, behavioural or emotional problems, and older and native children.
- The Post-Adoption Registry was established. Advertising was done through weekly and daily newspapers throughout Alberta and a brochure providing program information was published and distributed to interested individuals and groups in Alberta as well as to adoption coordinators across Canada.
- The Child Welfare Information System Maintenance Unit assisted with the implementation of the Child Welfare Information System and provided related training.

WIDOWS' PENSION

The Alberta Widows' Pension Program commenced in May, 1983 to assist widows and widowers with limited income, aged 55 and over but under 65, by providing financial and health care benefits similar to those received by Alberta senior citizens. The maximum benefit as of March 31, 1986 was $720 per month. The total number of persons receiving Widows' Pension in March, 1986 was 3,562.

Widows' Pension was transferred to Finance and Administration as of January 1, 1986.

TABLE 12
WIDOWS' PENSION PROGRAM
AVERAGE MONTHLY RECIPIENT

1984-85	1985-86	PER CENT CHANGE
3,069	3,562	16.1

POLICY AND PROGRAM DEVELOPMENT BRANCH

Policy and Program Development is the service planning and design arm of the Department, with overall responsibility to ensure that socially sound, fiscally responsible programs are developed to meet the changing needs of Albertans. The Branch develops innovative service approaches that are cost-effective and truly responsive to emergent client needs, and reflect the strategic directions and priorities of the Department.

Staff take a lead role in the analysis and resolution of policy issues, and develop demonstration projects to test and design the effectiveness of promising intervention methods and services. The Branch is responsible for setting provincial rates and program standards to ensure service quality. There is extensive collaboration with Service Delivery in planning new programs. Expert consultation is provided to delivery staff on program-related issues. As well, the Branch coordinates Alberta's involvement in intergovernmental policy development

for social services, and manages the cost-sharing process under federal-provincial agreements.

The Branch is organized into three groups: Family and Children's Services; Income, Rehabilitation and Day Programs; and Policy and Planning Resources.

FAMILY AND CHILDREN'S SERVICES

Family and Children's Programs

In 1985-86 the Residential Services Program amalgamated with Family and Children's Programs, resulting in the incorporation and integration of the program and policy functions. These include support programs for the handicapped, hostels and adult care centres for indigent adults, child welfare institutions and group homes, shelters for battered women and foster care.

Family and Children's Programs is mandated to ensure the development, promotion and maintenance of a range of protection, prevention, mediation and support programs. These programs assist, maintain and strengthen the healthy functioning capacity for independence and well-being of the family and its members.

With the ever increasing separation and divorce rates in Alberta, Family and Children's Programs has placed emphasis on mediation and conciliation services with a view to reducing inter-spousal conflict, especially in the areas of dispute resolution over child custody and access. Highlights of the Department's involvement in this area include:

- Extension of the Edmonton Custody Mediation Project for another year. Preliminary results show a 76 per cent resolution rate due to mediation in custody and access dispute cases referred to the project.
- Preliminary planning completed for the establishment of a pilot project offering mediation services to Income Security applicants in selected district offices in two Regions. The purpose is to demonstrate the effectiveness of a voluntary mediation service offering direct mediation of maintenance and custody/access as necessary, including referral to outside agencies.

When spouses separate or divorce or when a child is born to an unmarried mother, there is a need to ensure that financial security is provided by the person responsible for maintenance. Department activities in this area include:

- Assistance provided to "Private Sector" citizens to obtain custody, access, and maintenance orders as well as assistance enforcing Maintenance Orders.
- Application for and enforcement of maintenance orders for persons in receipt of Social Allowance Benefits.
- Provision of conciliation counselling to assist persons in resolution of marital difficulties.
- Preparation of custody investigation reports upon order of Family and Queen's Bench courts.
- Enforcement of Maintenance Orders involving children in the care of the Director of Child Welfare.

The following tables summarize the average Provincial Family Relations Program caseload statistics and revenue generated from the enforcement of maintenance.

Statistical Highlights include:

- A 25.3 per cent caseload reduction in the subrogated separated/divorced caseload with a corresponding 21.1 per cent increase in revenue.
- A 3.3 per cent increase in the children of unmarried mothers caseload with a corresponding 10.9 per cent increase in revenue.
- A reduction of maintenance orders and agreements by approximately 22 per cent, with a corresponding 23.6 per cent decrease in revenue in the children in care area.
- A reduction of 17.6 per cent in the number of children receiving child welfare services, reflecting the emphasis on preventive and family support services.

The reduction of caseloads in the separated/divorced area is due to more efficient caseload management coupled with an increase in the resolving of monetary issues resulting in greater revenue.

With implementation of the new Child Welfare Act in July, 1985, numbers of children in care have been reduced, resulting in fewer maintenance cases and revenue.

In general, Family Relations caseloads have decreased on an average of 13 per cent, with a corresponding increase in revenue of 12 per cent.

A total of $7,766,572.33 was collected in the past year and applied to offset the expenditures of the Provincial Treasurer in the provision of Social Allowance and Children In Care benefits. This represents an increase of

$1,267,933.33 over the past fiscal year.

During 1985-86, major program development work continued in cooperation with the Department of the Attorney General resulting in the Proclamation of the Maintenance Enforcement Act on February 1, 1986. This will result in the registration of all Social Services Maintenance Orders with the Attorney General during the fiscal year 1986-87. This will allow the Department of Social Services to concentrate on ensuring that children's financial needs are addressed by obtaining maintenance orders and agreements where applicable, as well as continuing to place increased emphasis on mediation, conciliation and custody/access issues.

During 1985-86, the primary thrust of Residential and Support Services for individuals with a mental handicap was the development and approval of the Community Living Concept Guidelines.

The Community Living Concept is an approach in which services are designed, and delivered in accordance with the unique needs, strengths and personal choices of the individual. Central to the concept is that every individual must be provided with the opportunity to live in his/her own community as a full participating member of society.

From June, 1985 to April, 1986, extensive consultation occurred between regional, community and policy and program development planners. The focus was the development of more effective community-based services which facilitate the repatriation of individuals from institutions to their home communities.

In 1985-86, Family and Children's Programs, in conjunction with the Alberta Council of Women's Shelters, implemented a province-wide Women's Shelter Information System. The system improves the existing knowledge base of the nature and scope of family violence in Alberta and its effects on families, provides a planning tool, improves program monitoring through the standardization of data collection techniques among shelters, and assists shelters in the provision of their services.

Funds were provided to open the Yellowhead Emergency Shelter for Women, an 11-bed shelter to serve the communities of Hinton, Edson, Jasper and Grande Cache.

In consultation with the Alberta Council of Women's Shelters, Family and Children's Programs developed a new equitable funding base for Women's Emergency Shelters, and proceeded with the development of policy and program parameters.

Handicapped Children's Services (HCS) is a unique social program which is preventative in nature. Issues resulting from the HCS policies were defined, reviewed and updated.

The intent of HCS is to move from categorical services toward more flexible, individualized program plans. A literature review was started to reflect the emerging trends in services to families of handicapped children.

The number of group homes and institutional spaces for children declined over the two preceding years. This was due to the transfer of some child welfare facilities and bed spaces to the Department of the Solicitor General. This reduction was also due to a greater emphasis on community-based family support programs as alternatives to residential care. New and innovative programs such as community outreach workers, in-home support services and improved liaison with the educational system reduced the need for long-term institutional and group home care.

Since the responsibility of delivering services to young offenders transferred to the Solicitor General April 1, 1984, a concerted effort is being made by Social Services and the Solicitor General to ensure the provision of quality services to children who go back and forth between the two systems. During 1985-86, the two departments undertook a major review of delivery services to young offenders. The objective of the review was to identify issues of mutual concern impacting departmental policy, communication and the effective and efficient delivery of services to young offenders. The report detailed the identified areas of concern, and made various recommendations to enhance the joint provision of services to this target population. The major issues of concern and the resulting recommendations were put into action through a jointly developed workplan.

The impact of the Young Offenders Act on the two departments continues to be evaluated and monitored and issues addressed in consultation with the Solicitor General's department.

Orientation information for foster parents is being developed. A Suicide

Prevention booklet was distributed to foster parents. New policies have been approved for medication and medication storage. A workplan for the study and implementation of an alternate care system has been developed.

A major achievement in 1985-86 was membership in the Child Welfare League of America, one of the most respected standard setting organizations in matters of child welfare in North America.

Membership means that child welfare services in Alberta subscribe to the principles and practices of excellence in children's services set out by the League. The emphasis is on quality service to the clients, efficient and effective organizational standards and practices, and professionalism in service delivery.

Further efforts to assure quality service are continuing as the Calgary Region works towards accreditation of its child welfare services from the Council on Accreditation of Family and Children's Services, which is supported by the Child Welfare League of America and several other national organizations. This process is scheduled for completion in the fall of 1986. The results of this undertaking will serve as a model for other Regions.

There is a continuing effort to examine programs to determine the feasibility of cost-sharing under the Canada Assistance Plan. During 1985-86, emphasis was placed on pursuing the cost-sharing of the Women's Shelter Program.

In 1985-86, Family and Children's Programs was involved with the Regions in joint planning and consultation regarding current issues, future program direction, budget and program reviews.

Office for the Prevention of Family Violence

In June, 1984, Alberta Social Services and Community Health established the Office for the Prevention of Family Violence. The office is responsible for coordinating government initiatives, public and professional education and providing information and consultation to both the public and private sectors on abuse of women, men, children and the elderly.

The Office is also responsible for chairmanship of the Interdepartmental Committee of Family Violence which developed Alberta's Special Report on Family Violence: Ideas for Action. The discussion paper put forth the Committee's "ideas for action" to combat the problem of family violence. It also suggested roles to be taken by the government and the community. A questionnaire was used to obtain the public's reactions to the concepts in the paper.

As part of its mandate, the Office maintains a Resource Centre in Edmonton. Over the past two years, it has developed a collection of material which includes 160 books, a listing of 92 films reviewed and available in Alberta, a listing of 148 programs, a contact listing of approximately 500 individuals and organizations and 1,538 articles, educational booklets and reports on research, policy, theory and programs in other jurisdictions. The office attempts to remain current on new initiatives both in Alberta and other jurisdictions.

An information kit on family violence, including child, wife and elder abuse, was prepared and circulated to over 2,000 individuals and organizations in 1985-86.

In response to numerous requests from communities, the Office held eight community consultations on wife assault, province-wide. The meetings resulted in the developmental publication of a handbook entitled "Breaking the Pattern," which identifies the dynamics of wife abuse and describes family violence from the perspectives of various family members and professionals who encounter victims and perpetrators. It outlines a community development process with examples of how an urban or a rural community might respond. The handbook also includes a resource kit with annotated bibliographies of books, audio visual resources and listings of services available to wife abuse victims and perpetrators.

In 1986 the Office for the Prevention of Family Violence circulated a booklet entitled "Something is Wrong at My House" to 1,400 elementary schools in Alberta. This booklet, designed for those aged 5-12, helps children to understand that they are not responsible for their parents' abusive behavior. It also teaches them non-violent ways to deal with their own anger and frustration.

The Office has also developed and/or circulated the following materials on family violence:

- a directory of training available;

- information kits specifically designed for educators and clergy;
- abstracts on 100 research papers presented at the most recent national family violence research conference;
- two summary papers of research findings entitled "Abused Women's Decisions: To Stay or Leave an Abusive Relationship" and "Abusive Men"
- a literature review on elder abuse;
- "Understanding Wife Assault" A Training Manual for Counsellors and Advocates; and
- a summary paper on crisis intervention programs in Canada.

Training material on wife abuse was also developed by the Office. Approximately 15 workshops were offered in the first three months of 1986, primarily to department social workers and mental health clinicians. In addition, numerous presentations were made to community groups, conferences and interprovincial meetings.

Child Welfare Implementation Project

July 1, 1985, marked an important date in the history of child welfare in Alberta with the proclamation of a new Child Welfare Act. The enactment of this progressive statute reflected the cumulative efforts of project staff and the Regions in the development of regulations, departmental policies, provincial communication mechanisms and orientation sessions on the new Act.

Prior to proclamation of the Act, the project assisted the Regions in transitional issues. All child welfare workers, supervisors and managers were given training on the new legislation and departmental policies. Support was also provided to the Regions in the orientation of community agencies and resources to the new Act. Consultation with the Working Committee on Native Child Welfare produced a set of practice guidelines to govern service provision for native children and their families.

Following proclamation, the project's attention was focused on the longer term issues of developing a children's services system to complement the intent and principles of the new Act.

A three-day provincial mini-conference, "Child Welfare and Children's Services in the '90s," was held in Banff in November, 1985. Keynote speakers in the areas of community services, family and children's legislation, services to native children and families, and case management and supervision presented their views on the future.

In early spring, 1986, foster parent training took place in all Regions. Approximately one-half of Alberta's foster parents participated in these training sessions, which were designed to familiarize participants with key aspects of the legislation.

An extensive case management and supervision review was undertaken in the Northwest Region, with a report and list of recommendations being submitted to the Child Welfare Implementation Project Steering Committee.

A semi-monthly newsletter, *Child Welfare in Progress* was produced and distributed to over 3,000 individuals and groups.

Preparatory work is underway to provide Regions with information on personnel profiles and caseload activity. Extensive research in the areas of permanency planning and transitional planning for older adolescents is underway.

Office of the Special Advisor on Native Issues

In November, 1984, a special advisory role on native issues was established within the Department to ensure that Native Albertans have appropriate and adequate access to services.

The six Social Service Regions supported this direction by appointing regional counterparts. These employees working as a team initiated, on behalf of the Department, a dialogue with Indian Bands, Non-Status and Metis groups and communities. The regional representatives are available to assist and consult with the native groups and communities at all stages of program proposals or development of native services.

The Department's goals include a commitment to ensure a "best fit" of social programs and services for native people; e.g. the development of native child welfare policies, standards and guidelines; cross cultural training of social services as family support systems for native families and children; and the recruitment and training of native staff to operate services in their communities.

In December, 1984, the Minister appointed a Working Committee on Native Child Welfare consisting of native community workers and senior civil servants. They were assigned the task of ensuring that the native culture and issues are considered in the implementation of the new Child Welfare Act and the evolving of new services systems.

Highlights

- Native Child Welfare Services Practice Guidelines were completed and distributed.
- The Working Committee on Native Child Welfare examined Native child welfare and made recommendations to the Minister for short range strategies.
- Negotiated child welfare agreements with tribal groups resulting in the development of policy positions facilitating Native-specific services, e.g. policy to extend the Child Welfare Information System, establishment of Native Guardians, policy for off-reserve delivery by tribal agencies.
- The Department met the goal to hire 60 additional Native employees and committed itself to continue the thrust to hire more Native employees into its services.
- As a result of networking with Advanced Education, universities and colleges are changing their curriculum content and training methods.
- A Master Agreement with the Blackfoot Band was concluded in December, 1985, replacing the former tri-lateral agreement.
- An understanding was reached between the Department and the Saddle Lake Band to develop a bi-lateral working arrangement.

Senior Citizens Bureau

The Senior Citizens Bureau gathers and provides information on services, benefits, resource materials and data related to aging and the elderly. It provides temporary grants for education and research and special project grants, furnishes staff services for the Provincial Senior Citizens Advisory Council and assists in the planning and coordination of programs relating to older people.

Highlights

- The Bureau handled 7,174 information requests, about half of which were from senior citizens.
- It published 45,000 copies of the booklet, "Programs for Seniors," six issues of the newsletter, the "Fact Sheet," and the 1985 Report of the Provincial Senior Citizens Advisory Council (the Bureau provides the staff services for this government appointed Council). It provided a regular page of news for the monthly Alberta Council on Aging NEWS, and also wrote a bi-weekly column, the "Senior Scene," for local weekly newspapers. The booklet, "Programs for Native Seniors," was developed and published.
- Twenty-three health care workers received grants to study geriatrics at the Youville Hospital in Edmonton.
- Seven grants were awarded for research on aging projects, twelve for educational workshops and five for special projects, with one related to the development of educational materials for community health nurses.
- The Bureau assisted with the work of the Interdepartmental Committee on Long-Term Care, in particular with the development of the model for a coordinated assessment and placement service for long-term care and several other background papers. The committee had representation from the Departments of Social Services and Community Health, Hospitals and Medical Care, Housing and the Alberta Mortgage and Housing Corporation.
- The Bureau convened regular meetings of the Interdepartmental Coordinating Committee on Senior Citizens for the purpose of information exchange about programs relating to seniors. Eleven departments are represented on the Committee.
- Staff provided resource help to the Nursing Home Liaison Committee of the Department of Hospitals and Medical Care and services on a committee of the Health Facilities Resource Directorate of Health and Welfare Canada, and the Advisory Committee to the University of Alberta Spring Session for Seniors.
- Staff of the Bureau consulted with community services and gave major presentations at 32 sessions on aging or on work with older persons.

Papers on elder abuse "prevention" and seniors were prepared as well as several background papers for the Report of the Advisory Council.

INCOME, REHABILITATION AND DAY PROGRAMS

Income Security

Income Security continued to adjust its practices and policies to better address the needs of Albertans during this year. Dental services were expanded for social allowance clients and an additional financial incentive was provided to clients entering the Job Finding Centre programs. Income Security program's simplified their administrative requirements by: the introduction of a single application form which covered three income security programs; the lowering of financial approval levels for most decisions to the caseworkers; and the streamlining of calculations for unemployment insurance benefits. A new employability assessment form was introduced this year to both better assess clients and speed up referrals to a variety of support services. As well, an improved case recording practice was introduced to enhance the programs' capacity to both provide service and project future service needs.

The Assured Income for the Severely Handicapped (AISH) financial benefits were increased from $695 to $720 on February 1, 1986 to keep pace with increases that had occurred in Old Age Security and Guaranteed Income Supplement (OAS/GIS) benefits.

Descriptions of the sub-programs follow:

Social Allowance

The Social Allowance Program provides financial help to people who do not have sufficient resources with which to meet basic needs for themselves and their family. Rehabilitation and employment services may also be provided to social allowance recipients. Benefits include food, shelter, fuel, household allowance, utilities, clothing, personal allowance and medical benefits. Other special benefits may be provided if needed.

Alberta Assured Income Plan (AAIP)

AAIP is a provincial supplement paid to persons receiving the federal Guaranteed Income Supplement to the Old Age Security Pension. At March 31, 1986, the benefit level ranged from a minimum of $10 to a maximum of $95 per month. There were 85,698 recipients.

Assured Income for the Severely Handicapped (AISH)

The AISH program was established to enhance the living conditions of severely handicapped Albertans. The program provides an income approximately equal to that available to Alberta's senior citizens. The maximum benefit as of March 31, 1986 was $720 per month. Persons who cannot meet their basic needs from this amount may qualify to receive a supplement under the Social Allowance Program. Recipients living in nursing homes, auxiliary hospitals and other designated facilities received a modified benefit which is equivalent to the amount of basic necessities as determined under the Social Development Act, plus $52.

Special Project on Income Security Initiatives

In October, 1985, a project was established to coordinate the various initiatives within the Income Security Program. With increasing demands for financial assistance in times of economic hardship, the department is exploring policy, program and administrative options which take advantage of technological

TABLE 13
SOCIAL ALLOWANCE CASELOAD BY REASON FOR ASSISTANCE* (AVERAGE NUMBER OF CASES PER MONTH)

REASON FOR ASSISTANCE	1984–85	1985–86	%CHANGE
Age 60+	3,351	3,276	-2.2
Person with Dependent Children	18,931	20,019	+5.7
Physical Illness or Disability	8,673	8,471	-2.3
Mental Illness or Disability	1,734	1,732	-0.1
Mental Retardation	347	367	+5.8
Employable	13,906	19,862	+42.8
Unsuited for Employment	955	1,141	+19.5
SUBTOTAL	47,897	54,868	+14.6
Guardian Social Allowance	1,543	1,712	+11.0
TOTAL	49,440	56,580	+14.4

* The 1984–85 Social Allowance average monthly caseload figures do not include short term clients. As of May 1985, short term cases were included in the D.D.S. automated casecount. Therefore short term clients are included in the 1985–86 figures.

improvements while enhancing personal empowerment of clients. The project is expected to continue for a period of three to five years.

Vocational Rehabilitation Services Program

Vocational Rehabilitation is responsible for the development, maintenance and promotion of programs which enhance the independence of Albertans who are disabled or disadvantaged. The program also provides consultation and support to the following departmental and field programs which operate in the vocational rehabilitation area: Employment Opportunities Program, Employment Skills Program and Vocational Services Program.

Highlights

- Negotiated with the federal government and other provinces a revised federal-provincial agreement for the Vocational Rehabilitation Disabled Persons program for the 1986-1988 period.
- Developed a pilot project of Job Finding Centres in Calgary, Red Deer and Edmonton to assist job-ready social allowance clients in acquiring job search skills in order to re-enter the labour force.
- Negotiated with the federal government and other provinces, an agreement involving Health and Welfare Canada, Canada Employment and Immigration Commission, Alberta Manpower and Alberta Social Services and Community Health, to access and develop training and employment opportunities for employable recipients of social assistance.
- Concluded the review of the interface between social allowance and unemployment insurance administered by Canada Employment and Immigration Commission to enhance regional cooperation and information sharing related to mutual clients.
- Participated with regional delivery staff in the review of vocational services programs.
- Liaised with departmental vocational

TABLE 16
ASSURED INCOME FOR THE SEVERELY HANDICAPPED

	1984-85*	1985-86	PER CENT CHANGE
AISH with Social Allowance supplementation	1,595	1,261	-20.9
AISH with maximum benefits	8,918	10,319	+15.7
AISH with modified benefits	669	662	-1.1
TOTAL	**11,182**	**12,242**	**+9.5**

TABLE 15
ALBERTA ASSURED INCOME PLAN
AVERAGE MONTHLY CASELOAD

	1984-85*	1985-86	% CHANGE
Average Cases/Month	82,400	85,698	+4.0

*Revised due to changes in the system.

TABLE 14
SOCIAL ALLOWANCE AVERAGE NUMBER OF CASES PER MONTH BY REASON FOR ASSISTANCE FOR EACH REGION, 1985–86

	NORTH WEST	NORTH EAST	EDMONTON	CENTRAL	CALGARY	SOUTH	TOTAL
Age 60+	238	167	1,283	285	1,116	187	3,276
Single Parents	1,467	1,052	8,186	2,200	5,604	1,510	20,019
Physical Ill Health	666	492	3,495	954	2,367	497	8,471
Mental Ill Health	81	32	782	140	606	91	1,732
Mental Retardation	43	36	95	78	76	39	367
Employable	1,429	1,089	7,728	1,817	6,774	1,025	19,862
Unsuited for Employment	121	102	478	155	241	44	1,141
TOTAL	**4,045**	**2,970**	**22,047**	**5,629**	**16,784**	**3,393**	**54,868**
Guardian Social Allowance	387	284	513	208	274	66	1,712

consultants to improve regional communication.

- Expanded the Employment Skills Program into municipalities and agencies such as school boards, post-secondary institutions, health authorities, hospitals and nursing homes, resulting in the diversification of the types of work experience projects developed for social assistance clients.

The Employment Opportunities Program provides assessment, counselling, employment preparation and placement services to assist departmental clients prepare for and secure employment. A total of 15,062 were referred in 1985-86. Of these, 2,528 were placed into employment, 2,106 were placed into training and 289 were counselling placements.

The Employment Skills Program provides short-term work experience opportunities of up to six months in provincial government departments and agencies for social allowance recipients who are willing to work, but lack the necessary skills to get a job. The program is funded by Alberta Manpower and managed as a specialized program of the Employment Opportunities Program. During 1985–86, 988 work experience projects were developed in 28 Alberta government departments.

The Vocational Services Program provides vocational preparation and training services for adults with disabilities. Services are delivered and managed by community-based non-profit organizations through funding provided by Social Services and Community Health. Trainees within the Vocational Services system are adults with disabilities who require training and employment preparation that is not available within the established Manpower training system in the province. In 1985-86, 38 community agencies were funded for 2,500 training spaces. In addition, three community agencies were funded for placement and provided service to an estimated 390 clients. There were 77 clients who participated in work activity projects through the one funded agency. This program has been decentralized since 1981 and is under the direct authority of each Regional Director.

Community Day Programs (Day Care)

Community Day Programs supports the delivery of appropriate pre-school day care services in Alberta communities, ensures that standards of care are maintained and improved, and provides financial support to day care centres, family day home agencies and individual families through an operating allowance payment and through family subsidies. The program is also responsible for interpretation and development activities for the Day Care Regulation and the Social Care Facilities Licensing Act.

Corporate program staff have responsibility for policy development, program planning and evaluation. Regional day care staff are responsible for service delivery, which includes licensing and consultation to day care centres, family day homes and nursery schools for pre-school children. They also license foster homes, residential treatment centres for children and adults, adult homes for special care, and after school programs for older children, subject to the provisions of the Social Care Facilities Licensing Act. Table I provides a statistical summary of the licensing function. Table II depicts

TABLE 17
MONTHLY AVERAGE ASSURED INCOME FOR THE SEVERELY HANDICAPPED CASELOAD 1985–86

	NORTH WEST	NORTH EAST	EDMONTON	CENTRAL	CALGARY	SOUTH	TOTAL
AISH with Social Allowance Supplementation*	97	73	556	99	344	90	1,261
AISH with maximum benefits	757	967	3,918	1,148	2,333	1,198	10,319
AISH with modified benefits	34	38	292	41	204	53	662
TOTAL	888	1,078	4,766	1,288	2,881	1,341	12,242

*These cases are also included in the Social Allowance average monthly caseload.

the monthly average caseload of the Day Care Subsidy Program.

Highlights

- A pilot project was completed in Medicine Hat to test the feasibility of a standardized assessment system for day care services.
- Further development has occurred on the assessment system, including a literature review and development of the instrument questions.
- A licensing policy manual for interpreting the Day Care Regulation was developed.
- The family subsidy policy manual is being revised.
- A review of the Integrated Day Care Program was completed.
- The first aid policy for day care facilities was revised to require that all family day home providers have a first aid certificate and that in a day care centre a staff member with a first aid certificate be on the premises at all times.
- A first aid course in child care was introduced to meet the requirements for first aid certification under the Day Care Regulation.

TABLE 18
DAY CARE PROGRAM LICENSING STATISTICS

	March 1985		March 1986		% Change	
	Number of Facilities	Licensed Capacity	Number of Facilities	Licensed Capacity	Number of Facilities	Licensed Capacity
Day Care Centres	515	23,673	579	27,194	12.4	14.9
Licensed Family Day Homes	66	373	64	363	(3)	(2.7)
Satellite Family Day Homes*	N/A	3,745	N/A	5,050	N/A	33.1
Nursery Schools	389	9,017	347	8,008	(10.8)	(11.2)
Programs for School-Age Children	226	4,505	259	5,441	14.6	20.8
Adult Homes for Special Care	209	5,231	221	5,310	5.7	1.5
Children's Institutions	167	2,212	163	2,113	(2.4)	(4.5)
Licensed Foster Homes	136	672	129	666	(5.2)	(.9)
Social Care Facilities	32	177	36	203	12.5	14.7

*Under contract, not licensed. Actual enrollment is substituted for capacity.

TABLE 19
DAY CARE SUBSIDY MONTHLY AVERAGE CASELOAD

	1984–85	1985–86	% CHANGE
Number of Participating Families	8,377	9,477	13.1
Number of Children in Day Care Subsidy	10,172	11,625	14.3

TABLE 20
AVERAGE MONTHLY CASELOAD FOR THE DAY CARE SUBSIDY PROGRAM BY REGION 1985–86

	NORTH WEST	NORTH EAST	EDMONTON	CENTRAL	CALGARY	SOUTH	TOTAL
Number of Participating Families	249	294	4,069	663	3,364	838	9,477
Number of Children in Day Care Subsidy Program	309	349	4,976	811	4,065	1,095	11,625

POLICY AND PLANNING RESOURCES

The mandate of the Policy and Planning Resources Group is to provide expertise and other specialized resources to undertake or support a wide range of assignments involving strategic planning, policy development, intergovernmental relations, and research and information services. Many assignments are carried out on a project management basis and involve extensive collaboration with other areas of the Department.

The Group serves the needs of the total Department, for example, through managing cost-sharing under federal agreements such as the Canada Assistance Plan, providing library services, planning for health and social service professions and occupations, and special project coordination. The Group also provides support services and undertakes special assignments for the Policy and Program Development Branch.

Planning Coordination

This Unit is responsible for managing the departmental planning process (including strategic and operational planning), undertaking special policy development and planning projects, providing health and social service manpower policy advice to the Department, and managing the Secretariat responsibilities of the Alberta Health and Social Services Disciplines Committee.

Highlights

- Coordinated preparation of the *Program and Statistical Supplement Briefing Book* for senior management and the Minister in relation to the 1986-87 Department Budget Submission to Cabinet.
- Improved the design of the Social Services Division *Planning Process* and provided ongoing management and training for the process.
- Prepared *Strategic Directions and Priorities for 1986-89* for Social Services Division.
- Completed recommendations for design of a *Service Model for Community Care for Handicapped Adults.*
- Completed a proposed policy framework for public involvement in planning and decision-making.
- Completed a comprehensive literature review and made recommendations on a program model for *Prevention in Social Services.*
- Coordinated preparation of a departmental position on the *Badgley Report on Child Sexual Abuse* and the *Fraser Report on Pornography and Prostitution.*
- Managed a project to implement changes to the *Dependent Adults Act.*
- Coordinated the analysis and preparation of a departmental position on proposed professional legislation for fourteen occupational groups.
- Conducted manpower surveys and prepared major publications for the Alberta Health and Social Services Disciplines Committee, and assisted other departments in developing manpower policy and planning papers on nursing education, rehabilitation therapy manpower and footcare services and manpower for consideration of the Committee.

Federal-Provincial Coordination

This Unit is responsible for managing the departmental cost-sharing process under federal-provincial agreements, including seeking the resolution of outstanding policy issues and providing advice to program staff on costsharing; coordinating the development of departmental responses to federal social policy initiatives and issues, and advising on their program and budget implications; and providing secretariat services for federal-provincial Social Services Ministers' and Deputy Ministers' meetings.

Highlights

- Developed a *Departmental Policy on Cost-Sharing* and prepared a manual for staff on *CAP Authorities for Cost-Sharing Provincial Programs and Services.*
- Negotiated resolution of an outstanding cost-sharing claim for computer costs (1973-78) with the federal government, resulting in a $650,000 payment to Alberta.
- Completed policy reviews and made recommendations concerning cost-sharing of the following programs:
  - Day Care Operating Allowance and Subsidy
  - Alberta Assured Income Plan (AAIP)
  - Assured Income for the Severely Handicapped (AISH)
  - Widows' Pension Program

- Shelters for Battered Women
- Student Finance Board and Alberta Manpower programs

- Continued discussions with National Health and Welfare to resolve the issue of cost-sharing of commercial day care.
- Negotiated a *Memorandum of Understanding* confirming existing financial transfer arrangements with the federal Department of Indian Affairs and Northern Development concerning responsibility for the provision and payment of Social Allowance and Child Welfare services to registered Indians in Alberta (estimated value $6 million to Alberta in 1985-86).
- Completed a comprehensive Review of Eligibility of Status Indians for Departmental Programs and Services.
- Negotiated Family Allowance rates for Alberta for 1986 with the federal government.
- Prepared a paper on Immigration Policy Issues for interdepartmental discussion.
- Prepared briefing books for seven intergovernmental meetings at the Ministerial and Deputy Ministerial level, and represented the Department at the Continuing Committee of Officials reporting to Deputy Ministers of Social Services.

Quantitative Methods and Analysis

The purpose of this Unit is to provide a research focus for Social Services Division, including providing advice and technical assistance to Social Services staff on methodological and statistical matters, and advising on research policy and priorities; developing statistical caseload forecasting models; providing evaluation planning expertise for program development and demonstration projects; undertaking ad hoc policy and data analysis assignments; and providing user coordination services to the Policy and Program Development Branch.

Highlights

- Provided advice and technical assistance to development of the Program and Statistical Supplement briefing book for the departmental budget submission.
- Completed the first phase of a Research Priorities Project for Social Services Division.
- Completed the first phase Technical Report and Data Base Development for Socio-Economic Indicators to guide Social Services decision-making.
- Initiated a Data Analysis Series of working papers to provide a quantitative analysis of selected themes, e.g. program overlaps between child welfare and young offender populations, and an analysis of demographic trends to the year 2,000.
- Conducted analyses of caseload trends in various programs, e.g. Child Welfare, Social Allowance, Guardian Social Allowance, Widows Pension, AISH and Daycare Subsidy.
- Provided advice to plan evaluations related to the Opportunity Fund, Community Living Concept, Mediation/Conciliation Counselling Project, and the Permanency Planning project in Child Welfare.
- Initiated a project on Client Outcome Monitoring in social service programs.

Departmental Library

The library is responsible for providing resources and assistance to departmental staff to meet their information needs. In addition, the library provides service to external agencies and organizations, including local health authorities and Family and Community Support Services.

The collection consists of approximately 14,000 books and government documents and 400 periodical titles on a wide range of subjects relevant to community health and social development. Other materials collected on a selective basis include Statistics Canada documents, annual reports and post-secondary calendars. The Research Registry, a repository for reports conducted by or for the Department was established as part of the library in April, 1985 to provide a handy research and information resource to departmental staff. The registry consists of approximately 350 documents including research and consultant reports, program evaluations, proposals, guidelines and literature reviews.

The demand for library services increased significantly in the 1985-86 fiscal year. Computerized literature searches increased by 77 per cent; interlibrary loans by 42 per cent to

5,666; and circulation of library materials increased by 15 per cent to 11,204.

A Review of Departmental Library Services was completed. It aimed at such aspects of the library's operations as how to improve service delivery in a decentralized environment and automation opportunities. Implementation of the recommendations is pending.

OFFICE OF THE PUBLIC GUARDIAN

The Office of the Public Guardian administers the guardianship portion of the Dependent Adults Act, which provides for legally appointed substitute decision makers for Albertans who are unable to act for themselves in personal matters not related to their finances. The Surrogate Court may appoint private individuals as guardians, or the Public Guardian when there is no private person willing, able and suitable to serve as guardian.

Significant events during the past year include a 25 per cent reduction in staff, a major reorganization of the Office of the Public Guardian, passage of amendments to the Dependent Adults Act and a significant re-alignment of the Office of the Public Guardian philosophy.

A total of 15 permanent positions were trimmed from a staff complement of 59. This necessitated a full assessment and adjustment of workloads throughout the province. A number of cost reduction measures were employed, the result being an eight per cent reduction in program costs.

Amendments to the Dependent Adults Act were passed in May, 1985 and proclaimed on September 1, 1985. Major amendments included: deletion of plenary guardianship provisions; a change in the criterion for guardianship from "in need of a guardian" to "result in substantial benefit to the person in respect of whom an application is made"; extension of the review period from three to six years; strengthening of the review process; and provision for an alternate guardian to act whenever the guardian is temporarily absent or incapacitated.

Concomitant with the legislative changes, there has been a revision of the Office of the Public Guardian program philosophy. The staff reductions, which have resulted in reductions in direct service to individuals, have also led to more consideration of systemic problems — that is, problems and issues which affect groups of dependent adults or organizational issues affecting the delivery of services. The mandate of the Office of the Public Guardian has been expanded to include systems issue identification. This change is reflected in the establishment of a new policy manual. The Branch will continue to encourage the involvement of private guardians whenever possible. To this end the Office of the Public Guardian has revised its pamphlets and brochures and has modified the Self-Help Kits so that private individuals can make application for guardianship without the help of a lawyer.

The number of guardianship orders sought (both public and private)

TABLE 21
GUARDIANSHIP ORDERS SUMMARY
DECEMBER 1978 — MARCH 1986

Guardianship Orders

YEAR	PRIVATE GUARDIAN	PUBLIC GUARDIAN	TOTAL ORDERS GRANTED	ORDERS TERMINATED (DEATH AND DISCHARGES)	NET ORDERS
78-80	432	148	580	93	487
80-81	510	211	721	60	661
81-82	767	344	1,111	96	1,015
82-83	1,047	401	1,448	238	1,210
83-84	1,533	592	2,125	318	1,807
84-85	1,239	271	1,510	464	1,046
85-86	955	157	1,112	528	587
TOTAL	6,483	2,124	8,607	1,797	6,810
NET: MAR 31/86:	5,100	1,710			6,810

*(NET = ORDERS GRANTED MINUS ORDERS TERMINATED)

Review of Guardianship Orders

YEAR	PRIVATE GUARDIAN	PUBLIC GUARDIAN	TOTAL ORDERS GRANTED
81-82	56	11	67
82-83	252	126	378
83-84	376	196	572
84-85	409	212	621
85-86	735	273	1,008
TOTAL	1,828	818	2,646

continued to decline in 1985-86. At year end there were a total of 6,810 dependent adults in Alberta, compared to 6,226 at the end of 1984-85. Public guardianship rose by only 45 to 1,710 from 1,665 in the previous year.

OFFICE OF THE CHILDREN'S GUARDIAN

The Office of the Children's Guardian was established July 1, 1985 by virtue of the requirement in the Child Welfare Act, 1984 that the Minister appoint a Children's Guardian.

The Children's Guardian, assisted by six Regional Children's Guardians, assumes legal responsibilities as a guardian of all children who are the subjects of court ordered permanent or temporary guardianship or of a permanent guardianship agreement, entered into by guardians who surrender their children permanently.

Courts order guardianship under Alberta legislation in instances where there is convincing evidence that the children are in need of protective services, that their guardians cannot or will not provide the care and protection which they require.

The Children's Guardian delegates day-to-day guardianship duties and powers to the Department's child welfare service delivery staff through the Department's six Regional Directors by way of the Regional Children's Guardians. Major decisions regarding children under guardianship are not delegated beyond the Regional Children's Guardians; these decisions relate to consents for such matters as major medical procedures, adoption, marriage and placement outside of the province.

The Children's Guardian ensures appropriateness of care for children through a monitoring program. In addition, the Children's Guardian has undertaken responsibility to identify systemic deficiencies and causal factors which lead to conditions in which children are in need of protective services. The Guardian is to identify and document the existence of such systemic and causal factors and recommend to the government measures by which these factors might be addressed.

The initial efforts of the Office include developing an intent paper, to set forth the functions and duties of the Children's Guardian; preparing a procedural manual, identifying the steps by which consents of the Children's Guardian are to be effected and planning a systematic monitoring process. In addition, brochures have been prepared which introduce the Children's Guardian to the respective related audiences, such as children under guardianship, foster parents and professionals who work with children under guardianship.

An evaluation of the Office of the Children's Guardian, both impact and process, will be instituted as a means of improving the work of the Children's Guardian.

Highlights

- The recruitment of six Regional Children's Guardians was launched, three of whom were selected.
- Six offices were identified for the Regional Children's Guardians, furnished and prepared for operation.
- The Intent Paper of the Children's Guardian, establishing policy and functions for that office in broad terms, was completed and approved by the Executive Committee.
- A "Volume of Work" paper, projecting the amount of time that would be required of the Children's Guardian and Regional Children's Guardians, was submitted to the Deputy Minister.
- Orientation brochures were prepared for several distinct audiences and a basic theoretical document, *An Orientation to the Alberta Children's Guardian*, was approved, printed (14,000 copies) and widely distributed to department staff as well as to professionals, foster parents and others interested in the concept and practical implications of the Children's Guardian.
- A Time-Motion Study of the activities of the Office of the Children's Guardian was initiated.
- A manual, setting out criteria for decision-making by the Children's Guardian and related procedures, was developed, with critique and other input from committees of the six Regional Directors, the core Child Welfare Implementation Project group, the Legislative Planning Branch and the Department of the Attorney General.
- A training curriculum, with proposals for the training of service delivery staff, was submitted to the six Regional Directors.
- The concept of appointing Native Children's Guardian was introduced

as a means by which to reconcile the legislated duties of the Children's Guardian with the desire of Native Councils for decision-making authority regarding Native children under guardianship.

- A two-day staff retreat provided an opportunity for the staff of the Office of the Children's Guardian to address policy and procedural issues.
- More than 40 formal public presentations were made introducing the Office of the Children's Guardian to a Child Welfare League of America Conference in Chicago and to various Canadian communities, primarily within Alberta. In addition, over 40 interviews with the Children's Guardian were conducted by representatives of the media.
- The Regional Children's Guardians provided 946 consents, averaging over 100 per month, and were involved in 411 consultations, 85 per cent of which related to specific cases. The Children's Guardian was involved in 774 consultations and with the monitoring of 39 cases.
- The Regional Guardians appeared in court and at hearings of the appeal panel with regard to nine cases; this is considerably less than was

TABLE 22
ACTIVITIES OF THE OFFICE OF THE CHILDREN'S GUARDIAN 1985–86
STATISTICAL SUMMARY:
REGIONAL CHILDREN'S GUARDIAN

	July/August to March Total
Consents:	
Marriage	3
Name Change	14
Adoption Application	380
Private Guardianship	7
Religious Affiliation	3
Elective Medical/Dental	86
Major Medical/Dental	20
Abortion	7
Out of Province Placement	30
Filming	7
Research Involvement	18
Permanent Guardianship Orders	318
Joint Guardianship Applications	28
Other	25
Total	946
Consultations:	
Case Management	350
Other	61
Total	411
Court Appearances:	8
Appeal Panel Appearances:	1
Visitations:	
District Offices	75
Regional Offices	18
Community Agencies	30
Total	123

	July/August to March Total
Public Education	
Notices Received:	
Permanent Guardianship Agreements	102
Temporary Guardianship Applications	404
Permanent Guardianship Applications	245
Secure Treatment	67
Terminate Permanent Guardianship Orders	3
Review Temporary Guardianship Orders	1
Total	822
Complaints/Queries Regarding:	
Case Management	205
Resource Accessibility	18
Availability	37
Policies and Procedures	281
General Information	185
Total	726
Source of Complaints/Queries:	
Foster Parents	56
Other Care Giver	34
Departmental Staff	313
Lawyers	67
Physicians	5
Children in Care	6
Other	248
Total	729
Monitoring:	
Sensitive Situation Alerts	60
Child At Risk	27
Random	40
Specific Concerns	106
Total	233

anticipated, but it should be noted that the Guardians have utilized the services of legal counsel extensively, being represented by them at hearings. Appearances by legal counsel on behalf of Guardians have not been tabulated as a component of monthly statistics.

- During the nine months of operation in the 1985-86 fiscal year, Regional Guardians made 123 visits to child welfare offices, 75 to district offices, 18 to regional offices and 30 to community agencies.
- The Regional Children's Guardians received 822 notices with regard to applications, orders and reviews.
- The Regional Children's Guardians and the Children's Guardian dealt with 828 complaints and queries during the first nine months since proclamation. The largest single source of complaints and queries was departmental staff (43 per cent).
- The monitoring activities of the Office of the Children's Guardian in this initial time period included the examination of over 270 cases.

INFORMATION RESOURCE MANAGEMENT

MANAGEMENT INFORMATION SERVICES

Management Information Services (MIS) was developed in order to improve the accessibility of the information resources of the Department, and to provide essential training and support to enhance the ability of departmental staff and managers to meet their information resource needs. There are four functional units within the IRM section: Information Centre, Data Administration and Training Unit and Management Reporting Services.

Information Centre

- Developed a color graphic management information system for Income Security. The system analyzes provincial, regional and district data and integrates maps and basic demographic characteristics into the presentation. Integration of Management Statistics systems with the PROFS environment was completed.
- Download facilities to transfer mainframe corporate data to regional personal computers have been developed and implemented. Work is continuing on security and data integrating protection for this process.
- Community Health maps have been developed cooperatively with the Division and future Management Information Systems are in the planning phases.
- Prototype systems were developed for user projects with several successfully implemented. Plans are to refine and streamline this service for the future.

Data Administration

- The unit really came into existence this fiscal year, with a discussion paper on the data administration role circulated throughout the Department.
- The interface with Application Development teams has improved with increased attention to application data models, shared data needs and shared facilities in the database environment. Responsibility for the Integrated Data Dictionary has been assumed.

An audit and evaluation of the work done to date on the Departmental Data Model has been completed and the results integrated into unit workplans and output.

Management Reporting Services

- Color Management Information Bulletins and Executive Bulletins highlighted important trends and monitoring data, and were regularly presented at Executive Committee meetings during the year. Attempts were made to better serve the Regions and the Community Health Division by special focus on individual areas.
- Demographic data from Statistics Canada provincial sources through the Alberta Bureau of Statistics, were gathered and integrated into bulletins and special presentations.
- The ad hoc request service has been improved and expanded with more data imported into a fourth generation language environment and more staff training on data extraction, manipulation and reporting skills.

Training Unit

- A total of 977 departmental staff members were trained on Office Automation software to Mohawk System Management to district office systems such as Mill Woods. The Training Services Unit was also involved in the training of the new Alberta Mental Health System and the development of structured information seminars for planners.

Information Systems Services

As part of the general reorganization of Information Resource Management, Information Systems Services was reorganized into four units: Database and Technical Services, Production Services, Network Services and Development Services.

Achievements in systems development included:

- A new Child Welfare Information System (to accommodate the new Child Welfare Act);
- The Alberta Mental Health Management and Planning System;
- The Mill Woods Model District Office pilot software;
- A new Widow's Pension System (with Electronic Funds Transfer);
- The Systems Design Alternatives phase of the Financial Database Project, and
- Significant enhancements to a number of systems, including the Salary Estimates System, the Drug Invoice System and the Speech/Audiology System.

To facilitate the development of a departmental database, the following key steps were taken:

- Implementation of a Global Tables Management System and a Global Security System for the database environment, and
- Implementation of a preliminary set of policies, procedures, standards and guidelines to support the development and operation of systems in the database environment.

To improve endusers' access to information through the SSCH computer network, the following has occurred:

- The installation of approximately 125 new network devices, the inclusion of 35 more worksites into the network and a major rewiring project at headquarters
- A reduction of network response time from an average of 11 seconds to 5.5 seconds, and
- The initiation of a Packet Switching Pilot to further reduce network response time.

In addition to these new initiatives, Information Systems Services provided ongoing support for existing systems and network facilities.

EDP PLANNING

The new Planning Section was established in January, 1986 to provide a planned and organized approach to the new directions and initiatives undertaken by IRM. It is intended to be the prime communication point between IRM and client user areas in order to expedite implementation of IRM products and services.

For three months 1985-86, staff supported three Planning Units:

- Administrative Services,
- Planning Services,
- Budget Services.

These units were staffed by personnel from the Information Systems Services and Management Information Services Units. When fully staffed, Planning will also include:

- Standards and Internal Training,
- Security Services.

Planning Services

- This unit has primarily been working on the Electronic Data Processing plan. This required updating of the 1985–86 plan and issuing the 1986–87 operational plan.
- A business analyst function was implemented to assist in the identification of methods and procedures to improve productivity in user areas through automated or nonautomated means.

Budget Services

- Reviewed equipment acquisition procedures and developed improved processes to order, monitor, track and install hardware acquisitions. An automated system will be implemented in 1986-87.
- Initiated a study to review financial reporting of all computer related costs charged against IRM budget codes. An improved automated system will be implemented in 1986-87.

LEGISLATIVE PLANNING

Legislative Planning served in a support role to both Social Services and Community Health Divisions with respect to the development of legislation. Legislative Planning functions are outlined below:

- To manage the legislative process for the development of departmental legislation, which includes consulting with program personnel, outside agencies, representatives from other departments and briefing senior management, the Deputy Ministers (Executive Committee, of which Legislative Planning is also a

member) and Minister and Cabinet Committees concerning implications of legislation.
- To initiate and participate in legal/policy and program development activities which have legal or legislative implications for the Department.
- To monitor legal and legislative developments at the provincial and federal levels and in the courts to determine the impact on departmental legislation.

Highlights

Legislative Planning's year begins on July 1, prior to Fall Session, and ends with the Spring Session of the Legislature in the following year rather than from April to March. The following work was completed by Legislative Planning during the 198586 fiscal year:
- A Public Health Regulations project was coordinated concerning the revision of all regulations under the Public Health Act involving deregulation, updating provisions and a consultation process wherein the input of health units, outside agencies and other affected parties was solicited.

Legislation

The following pieces of legislation developed by Legislative Planning were given Royal Assent at the Spring Session of the Legislature: the Alcoholism and Drug Abuse Amendment Act, the Child Welfare Amendment Act No. 2, the Dependent Adults Amendment Act, the Vital Statistics Amendment Act.

Preliminary work was commenced on amendments to the Widows' Pension Act, amendments to the Social Development Act, further amendments to the Child Welfare Act, amendments to the Public Health Act, concerning issues which arose since their proclamation, amendments to the Dental Professional Act, MSI Foundation Act, and legislation embodying the Provincial Laboratory of Public Health.

Regulations

The following Regulations were filed: Child Welfare Regulations, Vital Statistics Regulations, the Social Development Act Order in Council (re: family allowance rates).

Ongoing work has taken place regarding the Day Care Regulations (Social Care Facilities Licensing Act), Dental Hygienists Regulations (the Dental Profession Act), Dental Profession Act Regulation, Licensed Dental Assistants Regulations (Dental Profession Act).

Consultation and Projects

- Legislative Planning developed a mandate statement for the unit which has received Social Services Executive Committee approval.
- A major health unit boundary project was completed. This involved establishing new boundaries for health units by way of Order in Council.
- Organization of the International Native Child Welfare Conference (Social Services is cosponsor of 1986 Conference) was initiated.
- Follow-up to Legislative Review of Social Services paper.
- Children's Guardian Role Study initiated.
- Professional responsibility for secure treatment project initiated.
- Confidentiality and access to client information project initiated.
- A communique for the police forces was developed.
- The Report of the Private Adoption Subcommittee was submitted to the Minister.
- Consultation on development of a protocol was commenced regarding social workers' entry to school premises.

Committee Membership

Legislative Planning's participation on the Women's Issues Committee was suspended as the viability of the Committee is in question under the new Premier.

Children's Mental Health, Mental Health Drafting, Mediation Project and Family Law Reform (under Attorney General auspices).

CORPORATE DEVELOPMENT, EVALUATION AND AUDIT

Corporate Development, Evaluation and Audit serves as a support group to the Deputy Minister and Executive Committee. It consists of four branches: Corporate Development, Program Evaluation, Management Audit and Operational Review. The group is responsible for: extending the Department's vision and understanding

of future issues and its impact on departmental mandate, purpose and value; the development of the Department's long range corporate plan and the conduct of program evaluations, comprehensive audits and operational reviews to enhance the Department's efficiency and effectiveness.

Highlights

- Chaired a Project Advisory Committee on the development of a departmental strategic directions paper and the preparation of discussion papers and research studies on issues affecting the Department's future directions.
- Established a departmental futures network and participated in other external networks on futures and issues management.
- Commenced the process for the development of a Business Plan for the Department.
- Provided analysis and policy advice on service initiatives relating to community enterprise, contracting out and determination of "best value" suppliers for social services.
- Completed the analysis for Vocational Rehabilitation Services program evaluation project and conducted seven public forums on the program.
- Completed an evaluation of the Custody Mediation project and the historical analysis of Senior Citizens Bureau programs and services.
- Refined the Management Audit Branch mandate to emphasize shift in focus of audit as a support service and management tool and developed internal standards and procedures.
- Developed a management audit Generic Methodology Manual for Agencies and developed and piloted a District Office Self Audit Tool.
- Completed 23 audits, 18 follow-up audits, one joint audit, nine special projects and eight investigations.
- Commenced the development of an Operational Review manual and process for funded agencies.
- Completed a Legislative Review Report on departmental programs and services.

PRODUCTIVITY BRANCH

Established on April 1, 1985, the Productivity Branch assists the senior executive of the Social Services Division with improving productivity. The Branch's mandate includes: identification of opportunities for productivity improvement, development of methods of measuring productivity and developing plans for improving productivity. An overriding premise is that improvements to productivity must yield cost savings, but with the same or higher service levels.

MANAGEMENT SERVICES

Established in 1984, this branch focuses on improving management effectiveness and efficiency of the Social Services Division through leadership in the design, development and implementation of management systems, standards and processes.

Management Services needs to deal with two components of improving management effectiveness: improving management processes and improving management staff so that they can work more efficiently with improved processes. Its primary areas of responsibility are:

- Management principles, guidelines, standards and practices;
- Uniform delegation of authority rules and accountability structures;
- Divisional decision-making processes, including integrated senior management committee structures;
- Secretariat services for Executive Committee;
- Consultation and advice regarding the departmental management development plan,
- Project management resources and advice.

Management Services serves in a support capacity to the Deputy Minister of Social Services and to Executive Committee which approves its work plans.

Highlights

The following are highlights of achievements in 1985-86:

- A framework for development of management processes was developed and agreed to by the Management Services Advisory Committee.
- A statement of management principles for the division was drafted.
- Completion of standards for the production of departmental manuals.
- Distribution of the "Guide to Policy and Decision-Making: Social Services Division," containing a

description of the senior decision-making structures of the division, and guidelines and criteria for the preparation of policy proposals.
- Distribution of the manual entitled "Social Services Division: Mandates and Committee Terms of Reference," covering mandates of organizational units, management committee structures and terms of reference and organization charts.
- Delivered project management training workshops in conjunction with Staff Development in Edmonton and Calgary.
- Developed project management resource material such as a project management handbook, training courses and project management software.

FINANCE AND ADMINISTRATION

Finance and Administration consists of the following areas:
- Finance,
- Administrative Services,
- Public Communications,
- Legal Services.

FINANCE

The financial functions include Department's controllership, financial reporting systems, financial advisory services, collection of revenues, budgeting, forecasting and payment of headquarters accounts. Processing of accounting transactions has been decentralized to the Department's six Regions and accounting officers have been appointed in all Regions.

A major initiative introduced during the year related to the improvement of negotiations with, and accountability of, social service agencies. Guidelines and policies were developed for standard financial statements, external audits, surplus retention and the negotiation process.

During the year, work continued on the development of a departmental financial system to meet the requirements of decentralized financial operations. Implementation will be on April 1, 1988 and will provide for decentralized data entry, and improved access to financial data and financial management reporting. Also, a computerized Drug Accounts processing system was developed and implemented.

The Widow's Pension Program, both budget and administration, was transferred to Finance and Administration from Service Delivery effective January 6, 1986. The Widows' Pension Unit and the Alberta Assured Income Plan (AAIP) Unit were combined to form one pension unit in Income Support Accounts.

Finance played a major role in the development and implementation of a pilot project related to the Widows' Pension Program. The primary objectives of the pilot project are to test the potential for financial institutions to assist clients with completing applications, verifying data and processing applications to the Department and to introduce payment of benefits through electronic funds transfer to clients' accounts with financial institutions.

The Department's expenditures increased by $141.4 million to over $1.26 billion in 1985-86. This was primarily due to an increase in the number of individuals receiving social allowance benefits and income support, increased support of day care and health programs and greater demands of the Aids to Daily Living and Extended Health Benefits programs. Departmental revenue increased by $30.7 million to $504.4 million, which is approximately 40 per cent of expenditures.

ADMINISTRATIVE SERVICES

Administrative Services provides support to the Department in the functions of accommodation services, purchasing and office services, records management and word processing.

Thirty-seven capital and 175 leased space renovation projects were managed in 198586. A comprehensive accommodation plan was approved for the Calgary Region which involved the closure of the Simon's Valley and Ranchlands District Offices. The Mill Woods District Office in Edmonton opened in January, 1986. Accommodation for the new Children's and Public Guardian's programs was provided throughout the Province.

The direct services, managed by the Purchasing and Office Services group, were provided at a high level of responsiveness to user requirements. Existing computerized inventory control systems were refined to more accurately monitor demand and analyze user consumption. A petty cash system was implemented for minor

TABLE 23
BUDGET ESTIMATES, SPECIAL WARRANTS AND EXPENDITURES CLASSIFIED BY VOTE ($000)

	1985–86 BUDGET ESTIMATES (a)	1985–86 SPECIAL WARRANTS	EXPENDITURES FOR THE YEARS ENDING MARCH 31 1986	1985
VOTE 1 — DEPARTMENTAL SUPPORT SERVICES (no Sub-Program breakdown)				
Minister's Office	479	-	470	495
Appeal & Advisory Secretariat	185	-	186	284
Deputy Minister of Health Services	429	-	365	387
Deputy Minister of Social Services	1,425	-	1,185	936
Associate Deputy Minister	750	-	681	719
Regional Service Delivery	27,871	-	27,999	27,524
Assistant Deputy Minister, Policy & Prog. Dev.	1,700	-	1,654	2,190
Assistant Deputy Minister, Evaluation & Audit	1,477	-	1,442	650
Assistant Deputy Minister, Finance & Admin.	214	-	203	211
Financial Services	4,592	-	4,452	4,268
Administrative Services	5,573	-	5,642	5,740
Public Communications	1,106	-	1,115	1,155
Management Information & Systems Services	7,802	-	8,163	4,824
Legal Services	78	-	75	73
Human Resources	4,970	-	4,866	4,778
TOTAL VOTE 1	**58,651**	**-**	**58,498**	**54,234**
VOTE 2 — SOCIAL ALLOWANCE (Sub-Programs)				
Program Support	1,997	-	1,928	2,104
Regional Service Delivery	18,679	-	18,612	17,519
Social Allowance for Aged	19,997	-	19,534	18,402
Social Allowance — Single Parent Families	189,936	-	189,003	165,032
Social Allowance — Physically Handicapped	62,027	-	62,010	58,391
Social Allowance — Mentally Handicapped	12,761	-	12,617	11,709
Social Allowance — Employables	150,482	-	150,160	112,778
Social Allowance — Special Groups	5,841	-	5,005	4,678
TOTAL VOTE 2	**461,720**		**458,869**	**390,613**
VOTE 3 — CHILD WELFARE SERVICES (Sub-Programs)				
Program Support	3,499	-	2,658	867
Guardianship of Children	953	-	447	-
Regional Service Delivery	27,754	-	27,065	24,127
Community and Family Services	38,796	-	38,029	35,481
Contracted Residences	38,628	-	35,019	33,018
Residence & Treatment in Institutions	18,714	-	17,892	20,728
TOTAL VOTE 3	**128,344**	**-**	**121,110**	**114,221**
VOTE 4 — SPECIALIZED SOCIAL SERVICES (Sub-Programs)				
Guardianship Dependent Adults	3,052	-	2,796	3,083
Senior Citizens	777	-	750	708
Family Relations Program	4,026	-	3,964	3,319
Purchased Services & Agency Grants for Adults	3,731	-	3,672	3,316
Residential Accommodations in Institutions & Hostels for Adults	4,978	-	4,840	4,232
TOTAL VOTE 4	**16,564**	**-**	**16,022**	**14,658**

	1985–86 BUDGET ESTIMATES (a)	1985–86 SPECIAL WARRANTS	EXPENDITURES FOR THE YEARS ENDING MARCH 31 1986	1985
VOTE 5 — BENEFITS & INCOME SUPPORT				
(Sub-Programs)				
Regional Services Delivery	2,245	-	2,144	1,793
Senior Citizens Supplementary Allowance	61,860	-	61,684	62,718
Allowances and Benefits	93,710	6,160	99,771	82,273
Day Care	23,742	-	23,673	20,675
Widow's Supplementary Allowance	16,518	-	15,981	12,886
TOTAL VOTE 5	**198,075**	**6,160**	**203,253**	**180,345**
VOTE 6 — VOCATIONAL REHABILITATION SERVICES				
(Sub-Programs)				
Program Support	752	-	630	518
Regional Service Delivery	2,818	-	2,778	2,695
Purchased Services & Agency Grants	17,717	-	16,385	15,269
TOTAL VOTE 6	**21,287**	**-**	**19,793**	**18,482**
VOTE 7 — SERVICES FOR HANDICAPPED				
(Sub-Programs)				
Program Support	1,258	-	1,120	940
Regional Service Delivery	2,868	-	2,687	2,135
Purchased Services & Agency Grants	33,506	-	32,375	29,823
Residence & Treatment in Institutions	80,995	-	79,628	76,512
TOTAL VOTE 7	**118,627**	**-**	**115,810**	**109,410**
VOTE 8 — TREATMENT OF MENTAL ILLNESS				
(Sub-Programs)				
Program Development & Support	3,721	-	3,619	3,389
Regional Service Delivery	16,852	-	16,658	14,273
Purchased Services & Agency Grants	6,901	-	6,771	6,641
Residence & Treatment in Geriatric Institutions	18,251	-	18,163	17,373
TOTAL VOTE 8	**45,725**	**-**	**45,211**	**41,676**
VOTE 9 — GENERAL HEALTH SERVICES				
(Sub-Programs)				
Program Development & Support	4,371	-	4,299	3,454
Communicable Disease Control	6,679	-	6,514	6,074
Funding Provincial Health Laboratory	8,743	-	8,743	8,573
Rehabilitative & Special Health Services	35,842	3,500	39,191	31,222
Vital Statistics	1,633	-	1,606	1,596
TOTAL VOTE 9	**57,268**	**3,500**	**60,353**	**50,919**
VOTE 10 — COMMUNITY SOCIAL & HEALTH SERVICES				
(Sub-Programs)				
Program Development & Support	1,319	-	1,296	1,115
Regional Service Delivery	941	-	918	1,020
Community Health Services	3,342	-	3,338	3,095
Funding of Community Social Services	24,808	-	24,804	24,124
Funding of Local Health Services	95,798	3,068	98,859	90,154
Day Care	29,039	4,750	33,785	26,458
TOTAL VOTE 10	**155,247**	**7,818**	**163,000**	**145,966**
TOTAL DEPARTMENT	**1,261,508**	**17,478**	**1,261,919**	**1,120,524**

(a) Includes $5,718,000 from Treasury's Salary Contingency fund to provide for negotiated salary increases.

1985–86 not audited

1984–85 Audited and made comparable to 1984–85 estimates

TABLE 24
REVENUE FOR THE YEAR ENDED MARCH 1986

GOVERNMENT OF CANADA	1985–86 (a)	1984–85 (b)
Canada Assistance Plan	377,714,538	338,666,710
Extended Health Care	98,970,000	94,361,000
Child Welfare Special Allowance	2,096,868	2,281,885
Rehabilitation of Disabled Persons	(2,813,035)	8,666,552
Other	1,402,427	251,973
TOTAL GOVERNMENT OF CANADA	**477,370,798**	**444,228,120**
MAINTENANCE CHARGES	**8,730,195**	**6,294,266**
VITAL STATISTICS	**1,182,751**	**1,084,623**
OTHER FEES AND PERMITS	**406,014**	**405,804**
REFUNDS		
Previous Year's Refunds	9,378,340	15,660,165
Services and Supplies to Staff	40,971	43,856
Child Welfare Reimbursements	3,055,630	2,415,551
Other Expenditures	3,636,890	2,919,502
OTHER REVENUE	**579,681**	**658,102**
TOTAL DEPARTMENT	**504,381,270**	**473,709,989**

(a) Preliminary — not audited
(b) Audited and comparable to 1984–85 estimates

purchases at district offices. A major project involved the disposition of the contents of the old Baker Sanitarium in Calgary. Assistance was provided to the Peekistewetin Society and Dental Health Unit in the sitting and location of accommodation trailers.

Records Services commenced the operation of the cross-government pilot for the new Automated Records Management System (ARMS). The administration of Family Relations files was decentralized to district offices. The Child Welfare Client Index was decentralized as part of the new Child Welfare Information System. Records Services sponsored the development of the Department Manuals and Directives Program in cooperation with Management Services and assisted Child Welfare with the design of forms associated with the new Child Welfare Act.

The Headquarters word processing network was expanded to include 55 workstations, supported by 23 printers and communication links with the departmental electronic mail system and other compatible word processing equipment. Several personal computers were directly linked to the word processing network, providing powerful text processing capabilities.

PUBLIC COMMUNICATIONS

Public Communications provides public relations counsel and communications services to the staff of the Department. Drawing on the resources of the Public Affairs Bureau, this unit plans, executes and monitors public information and advertising programs. It is also the coordinating and production centre for the Department's publication and audiovisual needs.

Professional staff work to develop supportive communications campaigns that meet the needs of the Department. Assistance is given to the Regions, district offices, local health authorities and the various community agencies operated and funded by the Department.

A suboffice was maintained in Red Deer to provide communications services to Michener Centre and the Office of the Public Guardian. New information materials were developed for the Public Guardian and also for the Children's Guardian.

Among the major Public Communications projects carried out were provincial campaigns on immunization and teenage smoking, development of new materials for the prevention of family violence and for the support of foster parent recruiting. Information for foodhandlers was produced in English and Chinese. About 30 per cent of the 200 publications managed by the office were redesigned and improved.

LEGAL SERVICES

The Department of the Attorney General provides Alberta Social Services and Community Health with legal services by seconding four solicitors to the Department. These solicitors provided legal advice to all divisions of the Department and were responsible for all legal matters, excluding the Child Welfare Act and affiliated matters under the Maintenance and Recovery Act, which is provided by the Family and Youth Branch, Department of the Attorney General.

HUMAN RESOURCES

EMPLOYEE RELATIONS

As a result of the signing of the new Master Agreement, there was a great deal of Employee Relations activity with respect to implementation and training. Bargaining for the next round of negotiations commenced and required the development of departmental positions on issues.

Grievances increased to 165 in 198586 compared to 24 in the previous year. Disciplinary action declined from 108 in 1984/85 to 35.

The Long Term Disability Income Unit received 196 new claims, compared to 99 in 198485.

EMPLOYEE RESOURCES PLANNING UNIT

The Personnel Placement Team was dissolved with functions assigned to various units. The planning and coordination function remained in Employee Resources and the Employee Resources Planning Unit was developed. This unit has been involved in 12 different initiatives.

OCCUPATIONAL HEALTH AND SAFETY

The fiscal year 1985-86 showed a substantial increase in injuries and days lost due to injuries over the fiscal year 198485. The number of injuries

TABLE 25
OCCUPATIONAL HEALTH AND SAFETY

Fiscal Year	Disabling Injuries	Days Lost	Costs
1984–85	252	3,283	$677,695
1985–86	299	5,245	$825,997

that resulted in time lost from work increased by 19 per cent and the resulting days lost increased by 60 per cent. The costs due to injuries also increased by 18 per cent.

The safety functions consisted primarily of delivering safety programs and expanding the regional/institutional liaison role.

Other activities included the development of a Survival Orientation Program, addendums for managerial and supervisory job descriptions and methodology for the charging of electric wheelchairs in group homes and other resident care areas.

STAFF DEVELOPMENT

During 198586 3,403 employees attended 7,689 courses involving 16,507 training days.

In addition, 72 persons (non-employees) were provided Professional Training Bursary funding in such areas as Occupational Therapy, Speech Pathology and Graduate Nursing. A total of 58 employees, took advantage of the Department's Educational Leave program and 31 received bursaries to assist them with their education.

Staff Development delivered 2,745 in-house days of training to Social Services and Community Health Staff. In addition, in the area of Child Certification Training, 15 training courses leading to Child Care Certification were held from September, 1985 to March, 1986 in various Youth Assessment Centres throughout the province. Since the transfer of certification activities to the private sector, 19 private sector individuals and 13 government employees have been certified .

The Child Protective Services (CPS) course was revised over the year to take into account the new Child Welfare Act and changing Child Welfare practice. Work is continuing with CWIP on an orientation program for child welfare workers and the development of strategies for a more effective system in the training and development of social workers.

Also revised this past year was the workshop Working With Native People. This course was delivered in four Regions to a total of 127 participants. A Suicide Prevention course with emphasis on the adolescent was also developed and piloted in the Northeast and Edmonton Regions.

Through the assistance of an external trainer/course designer the first formal departmental training program was implemented to develop community networks that would address specific social problems. Specifically a training program entitled "Community Interventions for Sexual Abuse" was piloted in Drumheller and repeated in Bonnyville. These workshops resulted in the development of new networks and protocols among community professionals to respond to cases of incest.

In September, 1985 the Child Care Training Unit and the Multi-Regional Resources Group were amalgamated into a new Training Resource Unit and located in the Headquarters as part of the Staff Development Branch.

A Program Development unit was also created to provide expertise within Staff Development in the areas of curriculum development, instructional design and evaluation. The unit initiated development of a training program on evidence giving for social workers using video-disc. Other new areas of program development included Supervisory Training for Child Care Supervisors, Suicide Prevention, Permanency Planning, Substance Abuse and Data Gathering.

A Management Development unit was also established to address matters of management development. Strategies in this area are currently being reviewed in conjunction with Management Services. A review of the Management Performance Appraisal System was undertaken and revisions proposed. A Project Management training program was developed in conjunction with Management Services and delivered to 86 managers.

Staff Development also initiated a major review of the Educational Assistance Program with assistance and input from the Regions which resulted in a number of recommendations for Program redesign. Staff Development has also participated with other government

departments and the Personnel Administration Office, in a project to review and revise Staff Development Regulations.

A video training program and discussion guide dealing with child sexual abuse was developed for use by Child Welfare supervisors, or district office managers who wish to conduct on-site training. The video tape is enhanced by a detailed learner's guide which provides guidelines for implementation and an extensive bibliography. This program has been successfully marketed in North America and has won an award of merit.

ORGANIZATION RESOURCES

A major focus for Organization Resources continued to be the classification and staffing activities associated with the restructuring of the Social Services Division and the establishment of the Child Welfare Implementation Project and the Special Project on Income Security.

The project teams (that were established in November, 1984 to respond to the increased workload) associated with the restructuring were disbanded in the summer of 1985. Other priorities included the hiring of a Native Staffing Officer to coordinate the Department's goal to increase the number of Natives employed in the area of child welfare and coordination of a child welfare recruitment campaign with particular emphasis on filling vacancies in the northern part of the province. Eight campuses and five Employment Centres were visited, resulting in 76 applications, 60 interviews and the certification of 36 individuals for potential employment.

Staffing

The majority of the recruitment activities undertaken in 1985-86 were carried out at the regional level, with the Headquarters Staffing Unit focusing on support to the regional activities and ongoing staffing activities for the Headquarters element of Social Services and Community Health. Another area where efforts were focused was the redeployment of staff affected by downsizing and privatization.

Approximately 911 positions were filled through the competition or exemption from competition process and 21 placements were undertaken for abolished/ affected employees in the Department.

Classification

The majority of the classification activities undertaken in 1985-86 were carried out at the regional level, with the Headquarters Classification Unit focusing on support to regional activities, the handling of all management classification transactions and ongoing classification activities for the Headquarters element.

Within the Headquarters, 785 classification transactions were completed, comprising of 266 updates, 52 creations, 307 reclassifications and 160 sublevel allocations.

For the Department as a whole, 2,437 classification transactions were completed — 2,032 bargaining unit and 405 management allocations plus 160 sublevel allocations.

APPENDIX

ACTS ADMINISTERED BY THE DEPARTMENT

Assured Income For The Severely Handicapped Act
Blind Persons' Right Act
Change of Name Act
Child Welfare Act
Dental Profession Act
Department of Social Services and Community Health Act
Dependent Adults Act
Emergency Medical Aid Act
Family and Community Support Services Act
Maintenance and Recovery Act
Marriage Act
Medical Services Research Foundation Act
Mental Health Act
Nursing Service Act
Public Health Act
Senior Citizens Benefits Act
Social Care Facilities Licensing Act
Social Care Facilities Review Committee Act
Social Development Act
The Supplementary Allowances Act
Vital Statistics Act
Widows' Pension Act